

Pocket PC Phone User Manual








Copyright Information







Microsoft, ActiveSync, Outlook, Pocket Outlook, Windows, Windows NT, and the Windows logo are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries. Microsoft products are licensed to OEMs by Microsoft Licensing, Inc., a wholly owned subsidiary of Microsoft Corporation.

Table of Contents

Table of Contents	2
Chapter 1: Getting Started.....	7
Welcome.....	7
Where to Find Information	7
Chapter 2: Hardware Features.....	8
Front Panel Components	8
Back Panel Components.....	9
Bottom Edge Components	10
Accessories	10
USB Cradle.....	11
Battery Life.....	11
Optional Accessories	13
Inserting or removing a memory card.....	13
Chapter 3:About Your Pocket PC Phone.....	15
Resetting the Pocket PC Phone and Clearing Memory	15
Perform a soft reset.....	15
Performing a hard reset.....	15
Backing Up Files.....	16
Saving Word or Excel files to a memory card.....	16
Backing up or restoring your system using SD Backup.....	16
Backing up to FlashROM.....	17
Restoring from FlashROM.....	17
Screen tapping, Calibration and Re-calibration	18
Recalibrating the screen.....	18
Today Screen	19
Programs	20
Navigation Bar and Command Bar.....	21
Pop-up Menus	21
Notifications	22
Enter Information on Your Device.....	22
Entering Text Using the Input Panel.....	22
Typing with the soft keyboard.....	23
Using Letter Recognizer.....	23
Using Block Recognizer.....	24
Switching to Transcriber.....	25
Punctuating in Transcriber.....	25
Writing a letter in Transcriber.....	26
Selecting typed text.....	26
Editing text.....	26
Writing on the Screen.....	27
Writing on the screen.....	27
Selecting writing.....	27
Converting writing to text.....	28
For best recognition.....	28
Drawing on the Screen.....	29
Creating a drawing.....	29
Selecting a drawing.....	29

Recording a Message	30
Creating a recording.....	30
Using My Text.....	30
Finding and Organizing Information	31
Managing Memory	32
Viewing memory allocation and availability.....	32
Making available storage memory.....	32
Customizing Your Pocket PC	33
Changing the background.....	33
Changing the Default Button Settings	35
Adding or Removing Programs	35
Adding programs using ActiveSync.....	35
Adding a program directly from the Internet.....	36
Adding a program to the Start menu.....	36
Removing programs.....	37
Chapter 4: Phone	39
A) About Your Phone	39
The Navigation Pad and Dialing.....	40
Turn on/off the flight mode.....	41
To back space over numbers or clear.....	42
B) Basic Dialing Features	43
Making a call from the Dialer.....	43
Making a call from Contacts.....	44
Making a call from Speed Dial (A).....	45
Making a call from Speed Dial (B).....	45
Making a call from the Call History.....	46
Sending SMS in phone dialer.....	46
Putting a call on hold.....	49
Swapping between calls.....	49
Setting up conference calling.....	50
Making a note.....	50
Viewing a note.....	51
C) Call Related Features	51
Retrieving your voice mail.....	51
Places where contacts can enter your device and be stored.....	52
Transferring a number to Speed Dial.....	52
Adding a record to Microsoft Contacts from Call History.....	53
Deleting all calls from Call History.....	54
Setting limits on the size of your Call History.....	54
D) Customizing Your Phone	55
Selecting ring type and tone, and Keypad sounds.....	55
Downloading ring tones.....	55
Managing ring tones.....	55
Displaying all ring tones on your device.....	55
Playing a ring tone.....	56
Adding a ring tone to phone settings.....	56
Enabling Voice Privacy.....	57
To check voice privacy availability.....	58
Viewing your TTY mode settings.....	59
Enabling Button Lock.....	61
E) Additional Dialing Information	61
Making an emergency call.....	61

Chapter 5: Getting Connected.....	63
Connect to the Internet	63
Starting a connection.....	63
Setting up an e-mail service.....	634
Get Help on Connecting.....	65
Chapter 6: Wireless Data Programs.....	66
 Pocket Internet Explorer: Browsing Web and WAP pages.....	66
Switching to Pocket Internet Explorer.....	67
Viewing mobile favorites and channels.....	67
Browsing the Internet.....	67
Creating a mobile favorite.....	68
Browsing the Internet.....	69
To sign up for AvantGo.....	69
 MSN Messenger: Instant Messaging	70
Switching to MSN Messenger.....	70
Setting up an account and sign in.....	70
Creating an SMS or E-mail.....	74
Sending information.....	75
Receiving information.....	75
 Terminal Services Client.....	75
Connecting to A Terminal Server.....	76
Disconnecting without ending a session.....	76
Disconnecting and end a session.....	76
Navigating within Terminal Services Client.....	76
Improving display performance.....	77
Improving browser performance.....	77
 Wireless Modem.....	77
Creating a new dial-up connection (for 2000)	77
Creating a connection.....	78
Chapter 7 : Microsoft ActiveSync	79
Synchronizing Files.....	79
Synchronizing files.....	80
Chapter 8: Microsoft Pocket Outlook	81
 Calendar: Scheduling Appointments and Meetings	81
Creating an appointment.....	81
Using the Summary Screen.....	82
Creating Meeting Requests.....	82
Scheduling a meeting.....	82
 Contacts: Tracking Friends and Colleagues.....	83
Creating a contact.....	83
Finding a contact.....	84
Using the Summary Screen.....	84
 Tasks: Keeping a To Do List.....	85
Creating a task.....	85

Using the Summary Screen.....	86
 Notes: Capturing Thoughts and Ideas	86
Creating a note.....	87
Chapter 9: Companion Programs	88
 Pocket Word	88
Utilizing typing mode.....	89
Utilizing writing mode.....	89
Utilizing drawing mode.....	90
Utilizing recording mode.....	90
 Pocket Excel	90
Tips for Working in Pocket Excel.....	91
 Windows Media Player for Pocket PC	91
 Microsoft Reader	92
Opening the Library.....	93
Opening a book.....	93
 Picture	95
Transferring images to your Pocket PC Phone.....	95
Finding and list pictures.....	95
Sorting pictures.....	96
Deleting an image.....	96
Refreshing all images.....	96
Customizing pictures.....	96
Appendix A: Troubleshooting	98
Reset the Pocket PC Phone and Clear Memory	98
Performing a soft reset.....	98
Performing a hard reset.....	98
Battery loses Power	99
Use external power whenever possible.....	99
Shorten auto suspend time.....	99
If you forget your password	99
If you run out of Phone memory	99
Finding space in storage memory.....	99
Finding space in program memory.....	100
Screen Freezes or Responds Slowly	100
Screen is Blank	100
Screen is Dark	101
Screen is Hard to Read	101
Inaccurate Response to Stylus Taps	101
Slow or No Response	101
Infrared (IR) Connection Problems	101
Phone Connection Problems	101
Internet Connection Problems	101
Network Connection Problems	102

Cable and Cradle Connection Problems	102
<i>Appendix B: Regulatory Notices</i>	103
Regulatory Agency Identification Numbers	103
European Union Notice	103
Important Safety Information.....	104
General Precautions	109
Safety Precautions for Power Supply Unit	110
<i>Appendix D: Hardware Specifications</i>	110
<i>Appendix E: Icons</i>	111
Phone.....	111
Pocket PC.....	112

Chapter 1: Getting Started


Welcome

Congratulations on the purchase of your Pocket PC phone. With integrated wireless voice and data capabilities you can keep your most important business and personal information up to date and close at hand. And with the power of Microsoft® ActiveSync® you can synchronize and download information on your desktop or laptop computer with your handheld device. With your Pocket PC you can:

- Make and receive phone calls.
- Instantly view the day's appointments with the touch of a button.
- Send and receive e-mails.
- Download web pages.
- Make handwritten notes

Finding Information

This book describes your device hardware, provides an overview of the programs on your device, and explains how to connect your device to a PC, a network, or the Internet. For instructions on setting up your device, see the **Quick Start Guide**. The following table is a guide to additional information to help you use your device.

For information on:	See this source:
Programs on your device	This User's Guide and device Help. To view Help, tap  and then Help .
Additional programs that can be installed on the device	The Pocket PC Companion CD.
Connecting to and synchronizing with a PC	The Quick Start Guide or ActiveSync Help on your PC. To view Help, click Help and then Microsoft ActiveSync Help .
Last-minute updates and detailed technical information	The Read Me files, located in the Microsoft ActiveSync folder on the PC and on the Pocket PC Companion CD.
Up-to-date information on your Pocket PC	http://www.microsoft.com/mobile/pocketpc
Product & technical support information about your Power PC Phone other Audiovox Pocket PC devices.	http://www.audiovox.com/pda

Chapter 2: Hardware Features

Your device has hardware buttons, and a stylus for selecting items and entering information.

Front Panel Components



- 1 Volume.** Press to adjust the volume of your device.
- 2 Record.** Press to record a voice note.
- 3 Infrared Port.** Enables you to exchange file(s) or data with other devices without cables/ wires.
- 4 GPS Receiver.** This is your GPS receiver for location-based services.
- 5 Contacts.** Press for quick access to your Contacts.
- 6 Power Button.** Press to turn on/off your pocket PC
Backlight. Press and hold to turn the back light on/off.
Even if the power is turned off, pressing any program button turns the power on and the program screen is displayed.
When using the device under high ambient temperatures and the temperature inside of the device goes up (to about 144°F or more), the power is forcibly turned off. In this case, after the temperature inside of the device cools down, turn the power on and use the device under appropriate ambient temperatures. (144°F=62°C)
- 7 Speaker.** Use to listen to audio media or a phone call.

- 8 Notification LED:**
- a) Flashing Green (every 3 seconds): CDMA network Signal
 - b) Flashing Green (every second): Notification Alarm Reminder
 - c) Steady Red: Built-in battery empty
 - d) Flashing Red: Low battery
 - e) Steady Amber: Built-in battery charging
 - f) Steady Green: Built-in battery Fully charged
- 9 Calendar.** Press to quickly access the Calendar.
- 10 End.** Press to end a call.
- 11 Navigation Pad:**
Allows you to move up/ down and left/ right through any of the drop down menus or program instructions; select an item by pressing in the center.
Left: When in the Dialer screen, press once to access the Speed Dial feature.
Right: When in the Dialer screen, press once to access the Call History feature.
- 12 Microphone.** Speak here when receiving/ making a phone call or voice recording.
- 13 Send:** Press to take an incoming call or to dial a number.
Speakerphone. Press and hold to activate speakerphone mode.
- 14 Touch Screen.** For handwriting, drawing or to make a selection with the stylus.

Back Panel Components



- 1. Antenna, Stylus Slot and Stylus.** The antenna has a neatly hidden slot for housing the stylus.
- 2. Main Battery Unit.** The main battery is housed permanently inside the device. *It should only be changed through an authorized sales center.*

Bottom Edge Components



- 1 **Soft Reset.** To reset the device, press the end of your stylus into the hole.
- 2 **Sync Connector.** Use this connector when synchronizing/ transmitting data or recharging.
- 3 **Earphone Jack.** Allows you to listen to audio media or use the phone hands-free kit.
- 4 **Battery On/ Off Switch.** To return the device to its original factory settings, simultaneously press here with the end of the top-half of your stylus and hold down the power button.
Battery Off will wipe all the data from your device.
- 5 **MMC and SD Card Slot.** Insert either MMC or SD cards in this slot.

Accessories Stylus

Only use the Stylus on the touch-screen for menu selection or data input. It can be used to the following ways:

- **Tap:** Touch the screen once with the stylus to open items and select options.
 - **Drag:** Hold the stylus on the screen and drag it across to select text and images. Drag in a list to select multiple items.
 - **Tap and hold:** Tap and hold the stylus on an item to see a list of actions available for that item. On the pop-up menu that appears, tap the action you want to perform.
- Only use the supplied stylus on the touch-screen. If the stylus tip becomes damaged, replace it with a new one. Using a ballpoint pen or damaged stylus may damage the screen.

USB Cradle



- Your Pocket PC Phone comes with a USB cradle. This allows you to recharge your Pocket PC Phone, as well as synchronize information between your Pocket PC and a PC using ActiveSync.
- When you insert the device into the USB cradle, make sure that the connector on the cradle is inserted into the port on the bottom of the device. Data cannot be transferred if the connection is not made.
- To synchronize, the USB Cradle must be plugged into an available USB port on your PC.

Battery Life

Your Pocket PC Phone contains a rechargeable Lithium polymer battery, which is housed permanently in your device. After years of continual use and recharging, the battery will become unusable and should be changed through a service center. While you are using your device the amount of power consumed depends on whether you are talking on the phone, using the PDA functions or if the device is on standby. The estimates for battery life – talk-time: up to 4 hours, PDA: 15-16 hours and standby: 145 hrs – are based on you only using these individual functions. If you will be continually interchanging between these features and functions, the estimates will vary.



YOUR POCKET PC CONTAINS A LITHIUM POLYMER BATTERY PACK. THERE IS A RISK OF FIRE AND BURNS IF THE BATTERY PACK IS HANDLED IMPROPERLY. DO NOT DISASSEMBLE, CRUSH, PUNCTURE, SHORT EXTERNAL CONTACTS, OR DISPOSE OF IN FIRE OR WATER. DO NOT ATTEMPT TO OPEN OR SERVICE THE BATTERY PACK. REPLACE ONLY WITH THE BATTERY PACK DESIGNATED FOR THIS PRODUCT. DISPOSE OF BATTERIES PROPERLY.



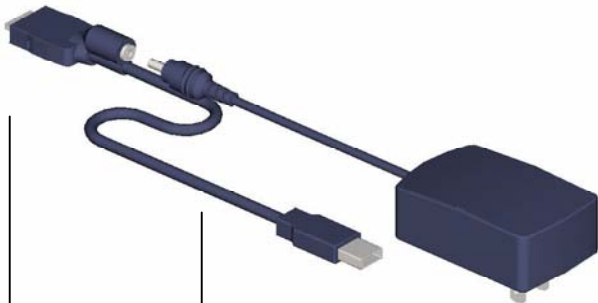
Recharging the Battery

It is extremely important that you remember to charge your battery. Your device does not have a hard drive - all your data and any new programs you install are stored in RAM. In the event that the battery loses all its power, the data and new programs mentioned above will be erased – only the default programs installed when you bought the device will remain. You can recharge your device in the following ways:



AC Adapter plugs into the back of the cradle.

- Place your Pocket PC Phone in the cradle and then connect the cradle to an external power source. The first time you use it, charge for three to four hours. Then, place it in the cradle for a short time each day to recharge it to full capacity.



Plug into your Pocket PC Phone.

USB synchronization cable.

Plug the AC adapter into a socket.

- You can plug the AC adapter into the optional USB/Serial cable head and then connect your Pocket PC Phone directly to an external power source.



To your Pocket PC Phone

To AC adapter

- You can plug the AC adapter into the optional DC Converter and then connect your Pocket PC Phone directly to an external power source.

When Your Battery Is Low

Your device has only one battery. However, a portion of that battery is saved as back-up. If the battery drains lower, your Pocket PC Phone displays a warning message. If this occurs, save any unsaved data you are working on, perform a synchronization with your PC, then turn off your Pocket PC Phone. Don't try to restart your Pocket PC Phone until you have connected to external power. If your Pocket PC Phone does shut down, the back-up portion of your battery will protect your data for about 72 hours.

Note: Charge the battery in an environment between 41°F - 95°F (5°C and 35°C). Temperatures outside this range may pause the charging process.

When charging the battery for the first time, fully charge the battery. If the battery is not fully charged, the remaining battery power will not be accurately displayed.

Maximizing the Battery Operating Time

- Whenever possible, use the device with the AC Adapter – especially when it is connected to your computer.
- Select the short powered-off time in the setting menu. This will shorten the time the unit will remain on if not used.
- Turn off the front light.
- Set the screen brightness to power savings mode (front light off) or shorten the front light turn-off time.
- For optimal performance use in an environment between 59°F - 77°F (15°C and 25°C). Anything outside this temperature range may decrease the operating time.

Optional Accessories

A) SD and MMC Cards

Your device has an expansion slot compatible with a range of SD and MMC Memory cards, which are primarily used to backup or transfer files and data.

To insert or remove a memory card:



1. Push the memory card into slot (see above) until it clicks into place. (The card is secure when it is not protruding from the base).
2. To remove the card, push it in and then release, letting the card spring out.



When you receive your device there will be a piece of plastic in the slot, remove using the same method described in "2" above.

C) USB cable



- The USB cable allows you to synchronize with your desktop without the cradle. The DC converter at the head of the cable, combined with an AC adapter, also allows you to recharge your device.

D) DC Connector



- The DC Connector in combination with the AC adapter allows you to recharge your device without the cradle.

E) Serial Cable



- The Serial cable allows you to synchronize with your desktop without the cradle. The DC converter in the head also allows you, in combination with an AC adapter, to recharge your device.

Chapter 3: About Your Pocket PC Phone

Resetting the Pocket PC Phone and Clearing Memory


You can perform a soft reset or a hard reset – a soft reset restarts your device and a hard reset switches the battery off. With a soft reset, some data may be lost in the programs that were open when the reset was performed. However, by performing a hard reset, all the data and new programs that you have added will be erased and the device will be restored to its factory setting – i.e. only programs installed at the factory will remain. With this in mind, it is important not to think about a hard reset as you would restarting, shutting down or even improperly switching off your desktop, but rather like a complete crash that requires you to erase your OS. Therefore, it is extremely important that you regularly back up data on your device to a SD card in the event you have to perform a hard reset.

Performing a soft reset:

If your Pocket PC Phone responds slowly, stops responding or freezes, try performing a soft reset. A soft reset causes the Pocket PC Phone to restart and re-adjust memory allocation. Unsaved data in open windows may be lost.

- Use the stylus to press and hold the Reset button. (For details on finding soft reset, see, “Chapter 2, Bottom Edge Features.”)

Performing a hard reset:

	A hard device reset clears memory, deletes all data and restores the Pocket PC Phone to its default settings. Programs installed at the factory remain, while data you have created and programs you have installed are erased.
---	---



1. Unscrew the stylus and use the smaller point of the top-half.

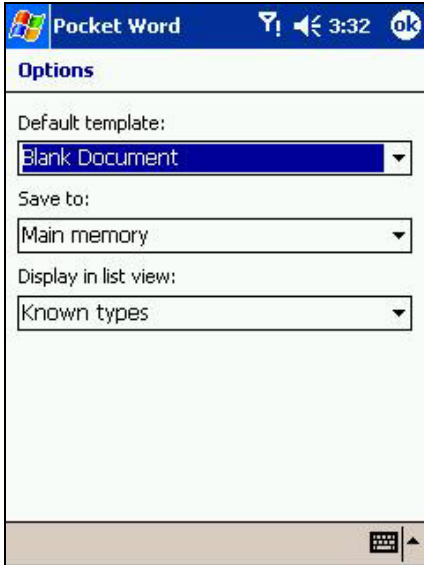


2. Simultaneously press the battery switch and hold down the power switch to turn it off. Repeat to turn it back on.

Backing up Files

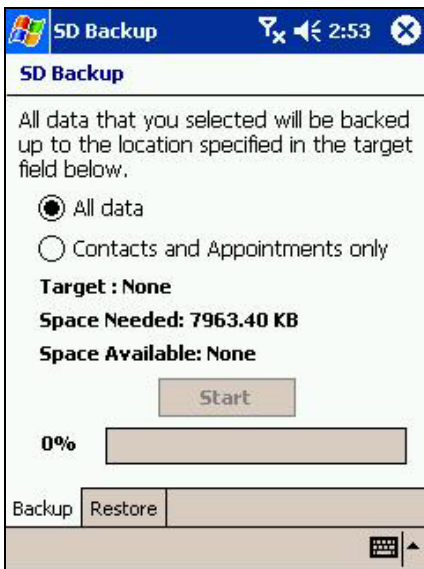
Because any new programs or data are stored in RAM, and therefore will be lost if you have to perform a hard reset or your device loses all power for any other reason, it is absolutely paramount that you backup files to your computer, a memory card or Flash ROM. When you are at your desktop you can synchronize with your computer to backup files, however, if you are away from home and unable to access your desktop, you will need to backup files to an SD or MMC card or Flash ROM. In the former case, you can backup individual files in Word or Excel or all files in SD backup. In the latter case, through the program **Permanent Save**, it is possible to backup and then restore Contacts, Calendar, Internet and E-mail Settings.


To save Word or Excel files to a memory card:



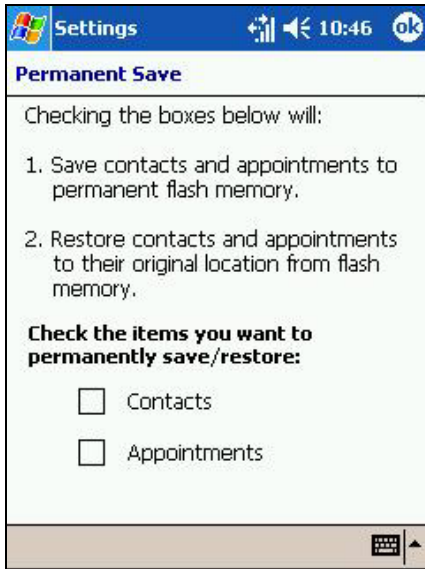
1. In application programs (e.g. Pocket Word or Excel), press **Tools, Options**.
2. Tap the drop down menu box under **Save To** and select **Storage Card**.


To backup or restore your system using SD Backup:




1. Push the memory card into slot (see above) until it clicks into place. The card is secure when it is not protruding from the base.
2. Tap , **Programs, SD Backup** then the **Backup** or **Restore** tab.
3. If you have inserted the SD card properly it will appear next to **Target**.
4. Make sure there are no application programs running in the background, then tap **Start**.

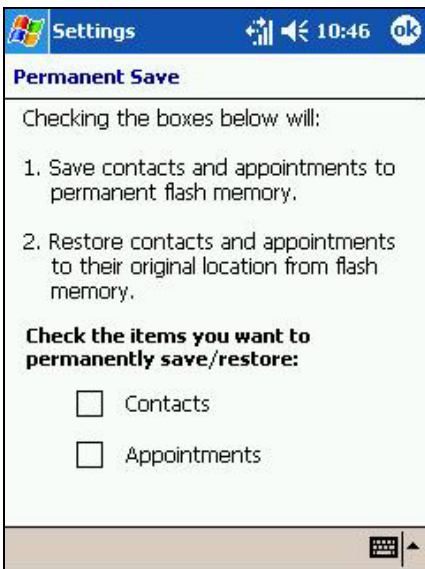
To backup to Flash ROM:




1. Tap , **Settings, System** and then **Permanent Save**.
2. To backup **Contacts** or **Calendar** tap the **PIM** tab, and then check one or both of the boxes.

 When you select to backup **Contacts** and **Appointments**, your device will automatically backup newly added contacts and appointments. This will not happen for connections: if you add another connection you will need to back it up manually.

To restore from Flash ROM:

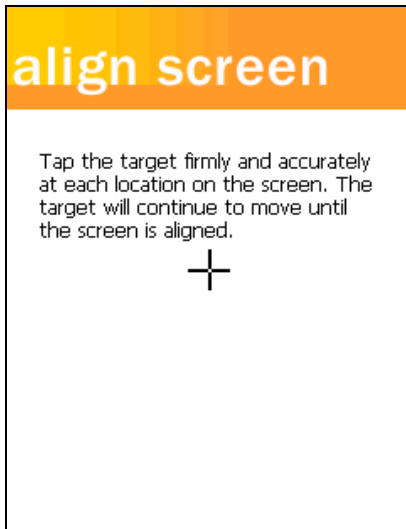


1. Tap , **Settings, System** and then **Permanent Save**.
2. To restore **Contacts** or **Calendar** tap the **PIM** tab, and then check one or both of the boxes.

Screen Tapping, Calibration and Re-calibration


When you first startup your Pocket PC Phone, you will be asked to calibrate the screen by tapping the center of a cross with your stylus as it moves around the screen. This process ensures that when you tap the screen with your stylus the item tapped is activated. If, however, when you are using your Pocket PC Phone, you discover tapping an item doesn't bring up the appropriate response, it means your Pocket PC Phone has lost calibration.

To recalibrate the screen:












1. Tap **Settings**, **System** and then **Screen**.
2. As described above, tap the center of the cross to with your stylus as it moves around the screen.



Today Screen

When you turn on your device for the first time each day (or after a period of inactivity), the Today screen appears. You can also access it by tapping  and then **Today**. The Today screen provides a glance at important information for the day.





Following are some of the status icons you may see.

Status Icon	Meaning
	Turns all sounds on and off and adjusts the volume level.
	Main battery low
	Main battery very low
	Active connection
	Server synchronization in process
	Instant message received
	E-mail message received
	Shows the connection to your mobile phone service provider is on and the strength of the signal
	Indicates your phone is switched off.

 If there is not enough room for all the notification icons that need to appear, the Notification icon, , will display. Tap the icon to view all notification icons.














Programs

Switch from one program to another by using the  menu. (You can customize which programs you see on this menu. For information, see “Adjusting Settings,” later in this chapter.) To access some programs not listed on the drop down menu, tap , **Programs**, and then the desired program.

You can also switch to another program by pressing any of the program buttons located on the front or side of the device. The icons on the buttons identify the programs they switch to.

- ▣ Some programs have abbreviated labels for check boxes and drop down menus. To see the full spelling of an abbreviated label, tap and hold the stylus on the label. Drag the stylus off the label so that the command is not carried out.

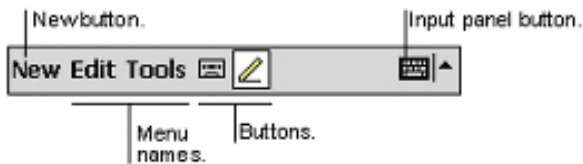
The following table contains a partial list of programs that are on your device. Look on the Pocket PC Companion CD for additional programs that you can install onto your device.

Icon	Program	Description
	ActiveSync	Synchronize information between your device and your computer.
	Calendar	Keep track of your appointments and create meeting requests.
	Contacts	Keep track of your friends and colleagues.
	Inbox	Send and receive e-mail/ SMS messages.
	Pocket Internet Explorer	Browse Web and WAP sites, and download new programs and files from the Internet.
	Notes	Create handwritten or typed notes, drawings, and recordings.
	Tasks	Keep track of your tasks.
	Pocket Excel	Create Excel spreadsheets or view and edit Excel spreadsheets created on your computer.
	MSN Messenger	Send and receive instant messages with your MSN® Messenger contacts.
	Pocket Word	Create new documents or view and edit Word documents created on your computer.
	Phone	Make and receive calls, swap between calls and set up conference calling.
	SD Backup	Backup your Pocket PC Phone files to an SD card.
	Windows Media Player	Enables the multimedia function on your Pocket PC Phone.

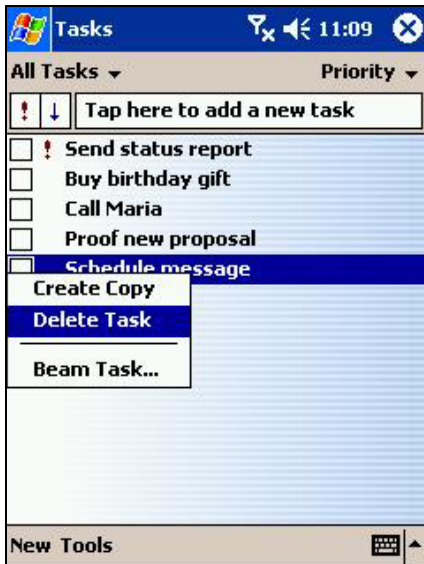
Navigation Bar and Command Bar



- The navigation located at the top of the screen displays the active program and current time, and allows you to switch programs and close screens.
- The command bar located at the bottom of the screen, performs tasks in the open program and includes menu names, buttons and the Input Panel button. To create a new item in the current program, tap **New**. To see the name of a button, tap and hold the stylus on the button. Drag the stylus off the button so that the command is not carried out.



Pop-up Menus



- Pop-up menus provide quick access to select an action for an item and vary with each program. For example, you can use the Pop-up menu in the contact list to quickly delete a contact, make a copy of a contact, or send an e-mail message to a contact. To access a Pop-up menu, tap and hold the stylus on the item name that you want to perform the action on. When the menu appears, lift the stylus, and tap the action you want to perform. Or tap anywhere outside the menu to close the menu without performing an action.

Notifications

Your device reminds you in a variety of ways when you have something to do or receive a SMS. For example, if you've set up an appointment in Calendar, a task with a due date in Tasks, or an alarm in Clock, you'll be notified in any of the following ways:

- A message box appears on the screen.
- A sound, which you can specify, is played.
- A light flashes on your device.
- The device vibrates.

To choose reminder types and sounds for your device, tap  and then **Settings**. In the **Personal** tab, tap **Sounds & Notifications**. The options you choose here apply throughout the device.

Enter Information on Your Device

You have several options for entering new information:


- Use the input panel to enter typed text, either by using the soft keyboard or other input method.
- Write directly on the screen.
- Draw pictures on the screen.
- Speak into your device microphone to record a message.
- Use Microsoft® ActiveSync® to synchronize or copy information from your PC to your device. For more information on ActiveSync, see ActiveSync Help on your PC.

Entering Text Using the Input Panel:



- Use the Input Panel to enter information in any program by either typing using the soft keyboard, or by writing using the Letter Recognizer, Block Recognizer or Transcriber. With any of the options, the characters will appear as typed text on the screen.
- To show or hide the input panel, tap the Input Panel button. Tap the arrow next to the Input Panel button to see your choices.



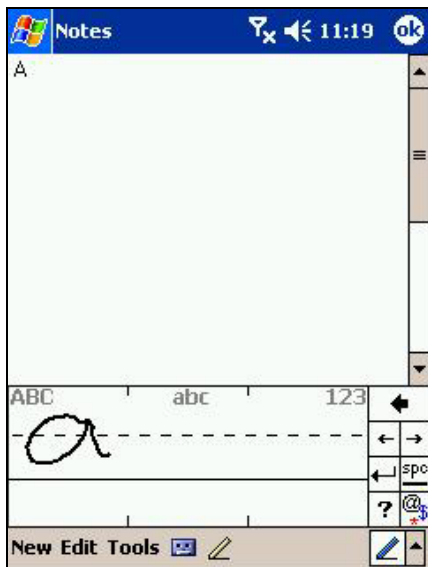
- When you use the input panel, your device anticipates the word you are typing or writing and displays it above the input panel. When you tap the displayed word, it is inserted into your text at the insertion point. The more you use your device, the more words it learns to anticipate.
- To change word suggestion options, such as the number of words suggested at one time, tap , **Settings, Personal tab, Input, and then the Word Completion tab.**

Typing with the soft keyboard:



- When you use the input panel, your device anticipates the word you are typing or writing and displays it above the input panel. When you tap the displayed word, it is inserted into your text at the insertion point. The more you use your device, the more words it learns to anticipate.

Using Letter Recognizer:

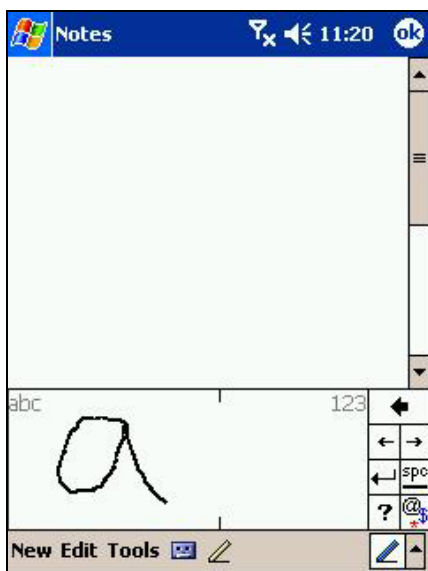


With **Letter Recognizer** you can write letters using the stylus just as you would on paper.

1. Tap the arrow next to the Input Panel button and then **Letter Recognizer**.
2. Write a letter in the box -- it will automatically be converted to typed text on the screen.

For specific instructions on using Letter Recognizer, with Letter Recognizer open, tap the question mark next to the writing area.

Using Block Recognizer:

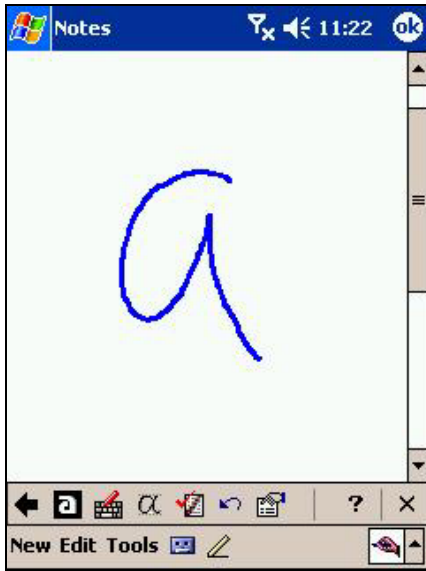


With Block Recognizer you can use the stylus to input character strokes similar to those used on other devices.

1. Tap the arrow next to the Input Panel button and then **Block Recognizer**.
2. Write a letter in the box -- it will automatically be converted to typed text on the screen.

For specific instructions on using Block Recognizer, with Block Recognizer open, tap the question mark next to the writing area.

Switching to Transcriber:

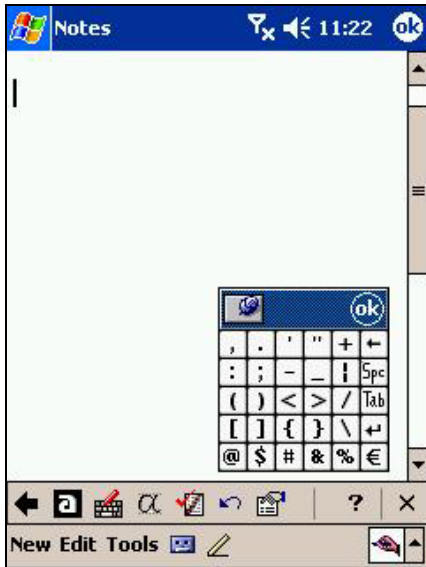


With Transcriber you can write anywhere on the screen using the stylus just as you would on paper. Unlike Letter Recognizer and Block Recognizer, you can write a sentence or more of information. Then pause and let Transcriber change the written characters to typed characters.

1. Tap the arrow next to the Input Panel button and then **Transcriber**.
2. Write anywhere on the screen.

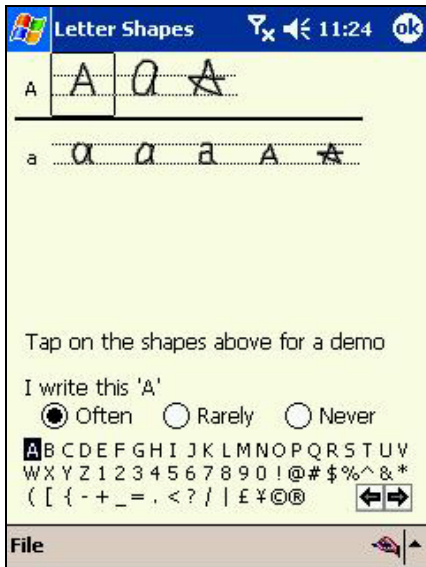
For specific instructions on using Transcriber, with Transcriber open, tap the question mark in the lower right hand corner of the screen.

To punctuate in Transcriber:



1. Tap the keyboard on the toolbar and select the desired punctuation mark.
2. Tap **OK** to hide the keyboard.

To learn how to write a letter in Transcriber:



1. Tap “a” on the toolbar.
2. In the screen that appears, select the letter you want to learn about, and then tap on one of the examples displayed to the left.

For specific instructions on using Transcriber, with Transcriber open, tap the question mark in the lower right hand corner of the screen.



Click on a letter for a demonstration

Selecting typed text:



If you want to edit or format typed text, you must select it first.

- Drag the stylus across the text you want to select. You can cut, copy, and paste text by tapping and holding the selected words and then tapping an editing command on the Pop-up menu, or by tapping the command on the **Edit** menu.

 To change word suggestion options, such as the number of words suggested at one time, tap , **Settings**, **Personal** tab, **Input**, and then the **Word Completion** tab.

Editing text:

Each input program provides cursor keys to move through text and backspace so that you can correct spelling, grammar or insert additional information. Alternatively, you can use your stylus to insert copy. After you make an insertion you can use any of the input methods described above to add additional text at the insertion point.

Writing on the Screen

In any program that accepts writing, such as the Notes program, and in the **Notes** tab in Calendar, Contacts, and Tasks, you can use your stylus to write directly on the screen. Write the way you do on paper. You can edit and format what you've written and convert the information to text at a later time.

Writing on the screen:

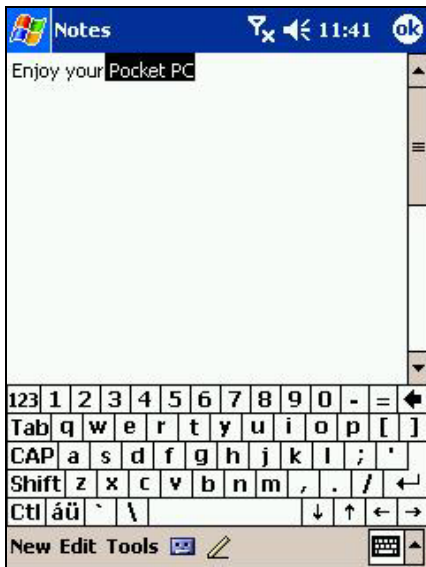


- To switch to writing mode tap the Pen button. Lines will appear on the screen to help you write.

Tap the Pen button and use your stylus like a pen.

Some programs that accept writing may not have the Pen button. See the documentation for that program to find out how to switch to writing mode.

Selecting writing:



If you want to edit or format writing, you must select it first.

1. Tap and hold the stylus next to the text you want to select until the insertion point appears.
2. Without lifting, drag your stylus across the text you want to select.

If you accidentally write on the screen, tap **Edit**, then **Undo** and try again. You can also select text by tapping the Pen button to deselect it and then dragging the stylus across the screen.

You can cut, copy, and paste written text in the same way you work with typed text: tap and hold the selected words and then tap an editing command on the Pop-up menu, or tap the command on the **Edit** menu.

Converting writing to text:



1. Tap **Tools** and then **Recognize**.
2. If you want to convert only certain words, select them before tapping **Recognize** on the **Tools** menu (or tap and hold the selected words and then tap **Recognize** on the Pop-up menu). If a word is not recognized, it is left as writing.
3. If the conversion is incorrect, you can select an alternative word from a list of alternates or return to the original writing. To do so, tap and hold the incorrect word (tap one word at a time). On the Pop-up menu, tap **Alternates**. A menu with a list of alternate words appears. Tap the word you want to use, or tap the writing at the top of the menu to return to the original writing.

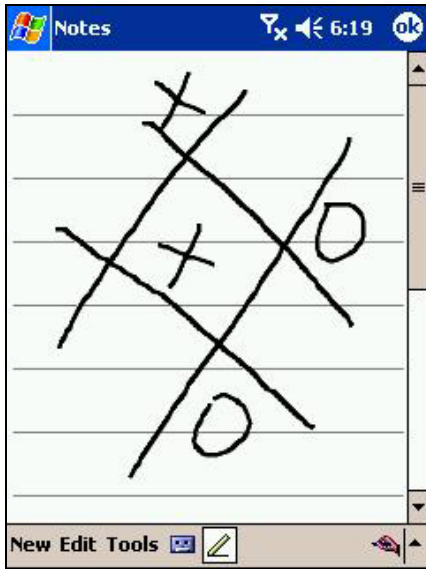
For best recognition:

1. Write neatly.
2. Write on the lines and draw descenders below the line. Write the cross of the “t” and apostrophes below the top line so that they are not confused with the word above. Write periods and commas above the line.
3. For better recognition, try increasing the zoom level to 300% using the **Tools** menu.
4. Write the letters of a word closely and leave big gaps between words so that the device can easily tell where words begin and end.
5. Hyphenated words, foreign words that use special characters such as accents, and some punctuation cannot be converted.
6. Any changes made to a word after you attempt to recognize it (such as changing a “3” to an “8”) will not be included if you attempt to recognize it again.

Drawing on the Screen

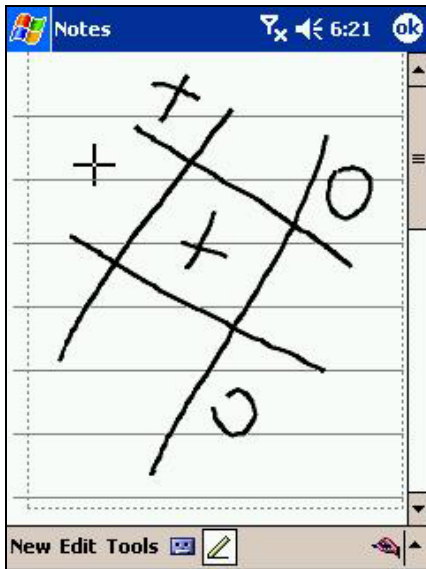
Draw on the screen in the same way that you write on it. The only difference is how the items are selected and edited. For example, drawings can be resized - writing cannot.

Creating a drawing:



- A drawing box will appear when you cross any three ruled lines on your first stroke. Subsequent strokes in or touching the box become part of the drawing. Drawings that do not cross three lines will be considered writing.


Selecting a drawing:



If you want to edit or format a drawing, you must select it first.

- Tap and hold the stylus on the drawing until the selection handle appears. To select multiple drawings, deselect the Pen button and then drag to select the drawings you want.
- You can cut, copy, and paste selected drawings by tapping and holding the selected drawing and then tapping an editing command on the Pop-up menu, or by tapping the command on the **Edit** menu. To resize a drawing, make sure the Pen button is not selected, and drag a selection handle.

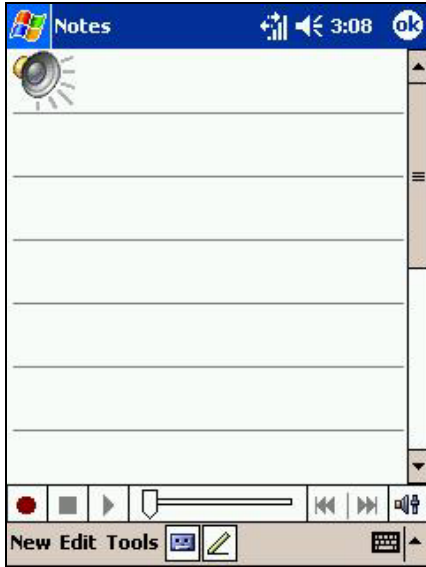
The box indicates the boundaries of the drawing.



 You may want to change the zoom level so that you can more easily work on or view your drawing. Tap **Tools** and then a zoom level.


Recording a Message

A message can be recorded in any program where you can write or draw on screen. In Calendar, Tasks and Contacts, you can include a recording in the Notes tab. In the Notes program, you can either create a stand-alone recording or include a recording with a written note. With the Inbox program, a recording can be added to an e-mail.

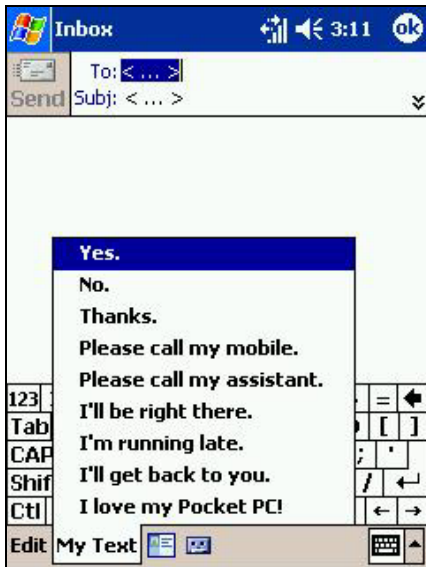
Creating a recording:



1. Hold your device's microphone near your mouth or sound source.
2. Press the Record button on the left side of your device.
3. Tap  to make your recording.
4. Tap  to stop recording. Two beeps will sound. The new recording appears in the note list or as an embedded icon. To play a recording, tap it in the list or tap its icon in the note.

 You can also make a recording by tapping the **Record** button on the Recording toolbar.

Using My Text:




- My Text quickly inserts preset and frequently used messages into the text entry areas of Inbox or MSN® Messenger. To insert a message, tap **My Text** and select a message.
- To edit a My Text message, tap **Edit** and then **Edit My Text Messages**. Select the message you wish to edit and make desired changes.

 You can add text after inserting a **My Text** message.


Finding and Organizing Information

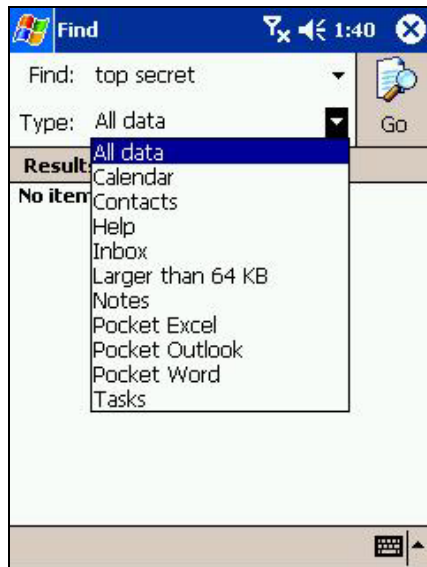
The Find feature on your device helps you quickly locate information.



- On the  menu, tap **Find**. Enter the text you want to find, select a data type, and then tap **Go** to start the search.

▣ To quickly find information that is taking up storage space on your device, select **Larger than 64 KB** in **Type**.

- File Explorer can also find files on your device and organize them into folders. To access from the  menu, tap **Programs**, then **File Explorer**. To move files in File Explorer, tap and hold the item you want to move then tap **Cut** or **Copy**. Go to the file where you want to move the document and tap **Paste** on the pop-up menu.



- Enter a file name, select a file type then press **Go**.
- The name of the file will appear in the box entitled **Results**.

Managing Memory

Memory on your Pocket PC Phone is shared between storage memory and program memory. Storage memory is used to store the information you create and programs you install. Program memory is used to run programs on your Pocket PC Phone. Pocket PC Phone automatically manages the allocation between storage and program memory.





To view memory allocation and availability:

Tap , **Settings**, **System** and then **Memory**.

Finding Space in Storage memory

When memory is low, your Pocket PC Phone may not be able to automatically adjust the allocation. If you receive a message stating that storage or program memory is unavailable, try the following solutions.

Making storage memory available:

1. Move data to a SD storage card (see page 16.)
2. Tap , **Programs**, and then **File Explorer**. Tap and hold the file you want to move, then tap **Cut**. Browse the **My Documents** folder in the storage card folder, tap **Edit**, and then tap **Paste**. Files stored in folders other than **My Documents** or stored in folders within subfolders of My Documents may not show up in the list view of some programs. When using **Notes**, **Pocket Word**, or **Pocket Excel**, you can also move files by opening the item and tapping **Tools** or **Edit** and then **Rename/Move**.
3. Move e-mail attachments. In Inbox, tap **Tools** and then **Options**. On the **Storage** tab, select **Store attachments on storage card**. All attachments are moved to the storage card, and new attachments are automatically stored on the storage card.
4. Set programs such as Notes, Pocket Word, and Pocket Excel to automatically save new items on the storage card. In the program, tap **Tools** and then **Options**.
5. If you are copying files from your PC or another device to your Pocket PC Phone, try adjusting the slider in the **Memory** setting. Tap  and then **Settings**. On the **System** tab, tap **Memory** and check whether the slider can be adjusted manually before copying files.
6. Delete unnecessary files. Tap , **Programs**, and then **File Explorer**. Tap and hold the file, and then tap **Delete** on the Pop-up menu. To find your largest files, tap  and then **Find**. In the **Type** list, tap **Larger than 64 KB**, and then tap **Go**.
7. In Internet Explorer options, delete all files and clear history. In Internet Explorer, tap **Tools** and then **Options**. Tap **Delete Files** and **Clear History**.

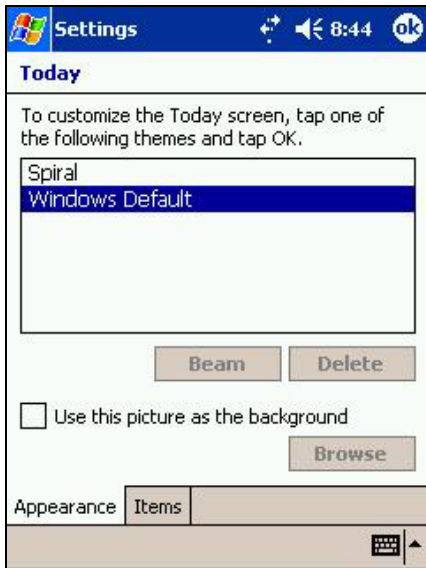
Customizing Your Pocket PC

You can customize your device by adjusting device settings and installing additional software.

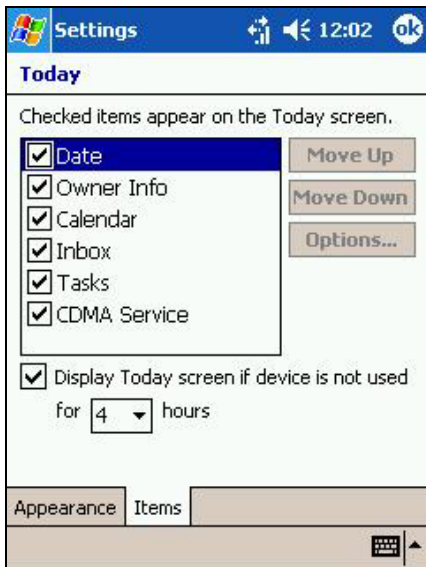
Customizing the Today Screen

You can customize the Today screen in the following ways: change the background picture, select the information you want displayed and in what order, and display future appointments.

Changing the background:



1. Tap **Start, Settings, Personal** and then **Today**.
2. On the Appearance tab, select the desired theme for the background. If you have downloaded an image to your device and want to use it as background, select **Use this picture as the background** and tap **Browse** to locate the desired file.
3. Choose a folder and type then tap find.
4. Tap the picture you want to use then tap OK.




To customize the information you want displayed:

1. Tap **Start, Settings, Personal** and then **Today**.
2. On the Items tab:
 - Uncheck a box to remove it from the Today screen.
 - Change the order of how items appear by selecting an item then tapping **Move Up** or **Move Down**.
 - Choose to select or deselect **Display Today screen if device is not used for**, and then select a number of hours from the box below.
















To customize Tasks or Calendar:

1. Open **Tasks** or **Calendar**, tap **Tools** and then **Options** to further customize.

Adjusting Settings

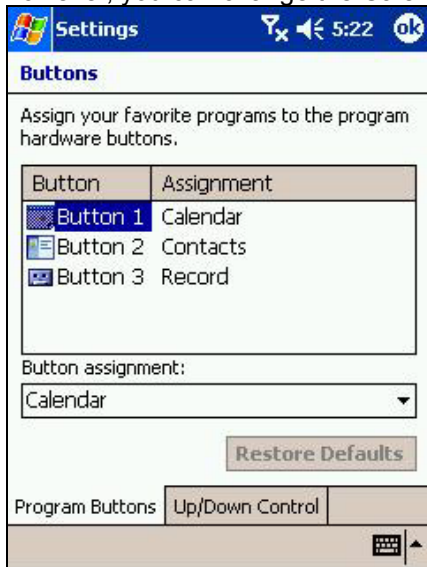
You can adjust device settings to suit the way you work. To see available options, tap , **Settings**, then the **Personal** or **System** tab located at the bottom of the screen.

- The following settings can be adjusted:

Icon	Program	Description
	Buttons	To assign the application program to a hardware button.
	Input	To setup the input method of your device.
	Menu	To customize what appears on the  menu, and to enable a Pop-up menu from the New button.
	Owner Information	To enter your contact information.
	Password	To limit access to your device.
	Phone	To setup the phone function of your wireless feature.
	Sound and notification	To set the notification type, event, and volume.
	Today	To customize the look and the information that is displayed on the Today screen.
	Backlight	To customize the front light and turn on/ off brightness for power saving purposes.
	Clock	To change the time or to set alarms.
	Power	To maximize battery life.
	Regional settings	To customize the region and relative format for the region you use.
	Remove programs	To save the limited memory, you can use this function to remove application program(s) that are not frequently used.
	Screen	To re-calibrate the screen tapping and enable/ disable Clear Type feature.

Changing the Default Button Settings

The buttons on your device are default set for Calendar, Contacts and Phone. The phone buttons cannot be changed, however, you can change the Calendar and Contacts buttons to open other programs.



1. Tap **Start, Settings, Personal** and then **Buttons**.
2. Select a button, a program in **Button Assignment**, and then tap **OK**.


Adding or Removing Programs

Programs installed on your device at the factory are stored on ROM (read-only memory) and cannot be removed or accidentally lost. ROM programs can be updated using special installation programs with a *.xip extension. Any programs and files added after factory installation are stored in RAM (random access memory). As long as you have enough memory, you can install any program created for your device. To find software for your device, visit the Pocket PC website at <http://www.microsoft.com/mobile/pocketpc>.

Note: If you update ROM programs using special installation programs with a *.xip extension, do not use the backup data which you made before updating ROM programs.

Adding programs using ActiveSync:


Before installing a program on your device, the appropriate software will need to be installed on the computer.

1. Determine your device and processor type so that you know which version of the software to install. Tap  and then **Settings**. On the **System** tab, tap **About**. In the **Version** tab, make a note of the information in **Processor**.
2. Download the program to your PC (or insert the CD or disk that contains the program into your PC). You may see a single *.xip, *.exe, or *.zip file, a Setup.exe file, or several versions of files for different device types and processors. Be sure to select the program designed for the Pocket PC and your device processor type.
3. Read any installation instructions, Read Me files, or documentation that comes with the program. Many programs provide special installation instructions.
4. Connect your device and PC.





5. Double click the *.exe file.
 - If the file is an installer, the installation wizard will begin. Follow the directions on the screen. Once the software has been installed on your PC, the installer will automatically transfer the software to your device.
 - If the file is not an installer, you will see an error message stating that the program is valid but it is designed for a different type of PC. You will need to move this file to your device. If you cannot find any installation instructions for the program in the Read Me file or documentation, use ActiveSync Explore to copy the program file to the Program Files folder on your device. For more information on copying files using ActiveSync, see ActiveSync Help.

Once installation is complete, tap , **Programs**, and then the program icon to switch to it.

Adding a program directly from the Internet:

1. Determine your device and processor type so that you know which version of the software to install.
2. Tap  and then **Settings**. On the **System** tab, tap **About**. In the **Version** tab, make a note of the information in **Processor**.
3. Download the program to your device straight from the Internet using Pocket Internet Explorer. You may see a single *.xip, *.exe or *.zip file, a Setup.exe file, or several versions of files for different device types and processors. Be sure to select the program designed for the Pocket PC and your device processor type.
4. Read any installation instructions, Read Me files, or documentation that comes with the program. Many programs provide special installation instructions.
5. Tap the file, such as a *.xip or *.exe file. The installation wizard will begin. Follow the directions on the screen.


Adding a program to the Start menu:

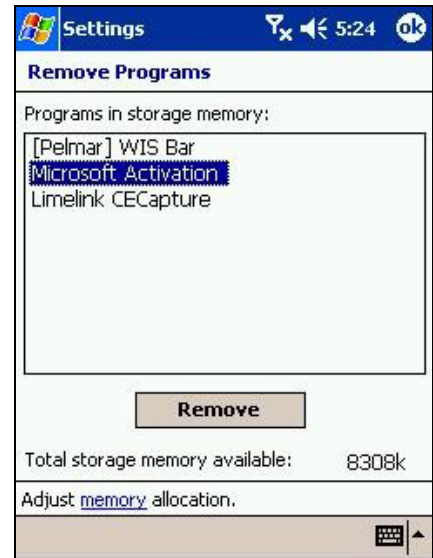
1. Tap , **Settings, Menus**, the **Start Menu** tab, and then the check box for the program. If you do not see the program listed, you can either use File Explorer on the device to move the program to the Start Menu folder, or use ActiveSync on the PC to create a shortcut to the program and place the shortcut in the Start Menu folder.
2. **Using File Explorer on the device:** Tap , **Programs, File Explorer**, and locate the program (tap the folder list, labeled **My Documents** by default, and then **My Device** to see a list of all folders on the device). Tap and hold the program and tap **Copy** on the Pop-up menu. Open the Start Menu folder located in the Windows folder, tap and hold a blank area of the window, and tap **Paste** on the Pop-up menu.
3. The program will now appear on the  menu. For more information on using File Explorer, see “Finding and Organizing Information,” earlier in this chapter.
4. **Using ActiveSync on the PC:** Use the Explorer in ActiveSync to explore your device files and locate the program. Right click the program, and then click **Create Shortcut**. Move the shortcut to the Start Menu folder in the Windows folder. The shortcut now appears on the  menu. For more information, see ActiveSync Help.

Note: The Start menu is limited to 9 programs so when you add a program to it, another must be removed.

Removing programs:




- Tap  then **Settings**. On the **System** tab, tap **Remove Programs**.
- If the program does not appear in the list of installed programs, use File Explorer on your device to locate the program, tap and hold the program, and then tap **Delete** on the Pop-up menu.



Setting a Password

Protect data and settings by choosing a password that will be requested every time the power is turned on.

1. Tap  then **Settings**. On the **Personal** tab, tap **Password**.
2. Select the type of password you would like to use:

No Password: No password needed to access device


Simple 4 Digit Password: Password must be four numerals

Strong alphanumeric password: Password must be at least seven characters long and contain a combination of uppercase letters, lowercase letters, numerals or punctuation.

3. In the **Prompt if device unused for** box select how long your device must be turned off before the password is required to use your device.
4. Enter a password and tap **OK**.
5. Tap **YES** on the confirmation screen. The password is saved and the screen returns to the Personal tab screen.
 - **Note:** Record your password in a safe place. If you wish to change your password, you will have to know the existing one to access the Password setting screen. If you forget your password, you will have to initialize the device, which deletes all stored data and settings. If the power is off, you will not be able to answer or make a phone call without entering your password.


You can automatically receive a call when Auto-Answer is activated. However, you cannot disconnect without entering the password.

Setting the Backlight

1. Tap  then **Settings**. On the **System** tab, tap **Backlight**.
2. On the **Battery Power** tab check and select when you want the backlight to automatically turn off and when you want it turned on.
3. On the **External Power** tab check and select when you want the backlight to automatically turn off and when you want it turned on.
4. On the **Brightness** tab adjust the brightness level for battery power and external power.
5. When finished tap **OK**.

- **Note** If the remaining battery power decreases, the brightness level may be lower than the selected setting.

Setting Power


1. Tap  then **Settings**. On the **System** tab, tap **Power**.

- The **Battery power remaining** bar displays the remaining battery power. When the AC Adapter is used, the battery charging mode is displayed, but the remaining battery power is not.
- If you check **Turn off device if not used for** under **On battery power** and **On external power**, the device will automatically turn off when it hasn't been used for the amount time you select in the provided boxes.


Setting Memory

Memory for the device is automatically managed. You can adjust data storage memory, program running memory, and confirm the amount of free space on a storage card.

To change memory allocation:

1. Tap  then **Settings**. On the **System** tab, tap **Memory** to display the Memory setting screen.
2. Drag the slider left or right to adjust the memory allocation between Storage and Program.
3. When finished, tap **OK**.


To confirm usage status of a storage card:

1. Tap  then **Settings**. On the **System** tab, tap **Memory** then the **Storage Card** tab on the bottom.
2. When finished, tap **OK**.

To release memory:

If memory is approaching full capacity, you can free up space by:

- Transferring data to a storage card or to your computer then delete it from your device.
- Deleting unnecessary files and programs.
- Quitting the program currently in use.

- **Note** For more detailed information on operation method or releasing memory, tap  then **Help**.

Chapter 4: Phone

A) About Your Phone

As well as all the standard features of a mobile phone - such as mailbox and Call History – there are several dialing features unique to your Pocket PC Phone. For example, you can take notes while talking, and dial directly from Microsoft.

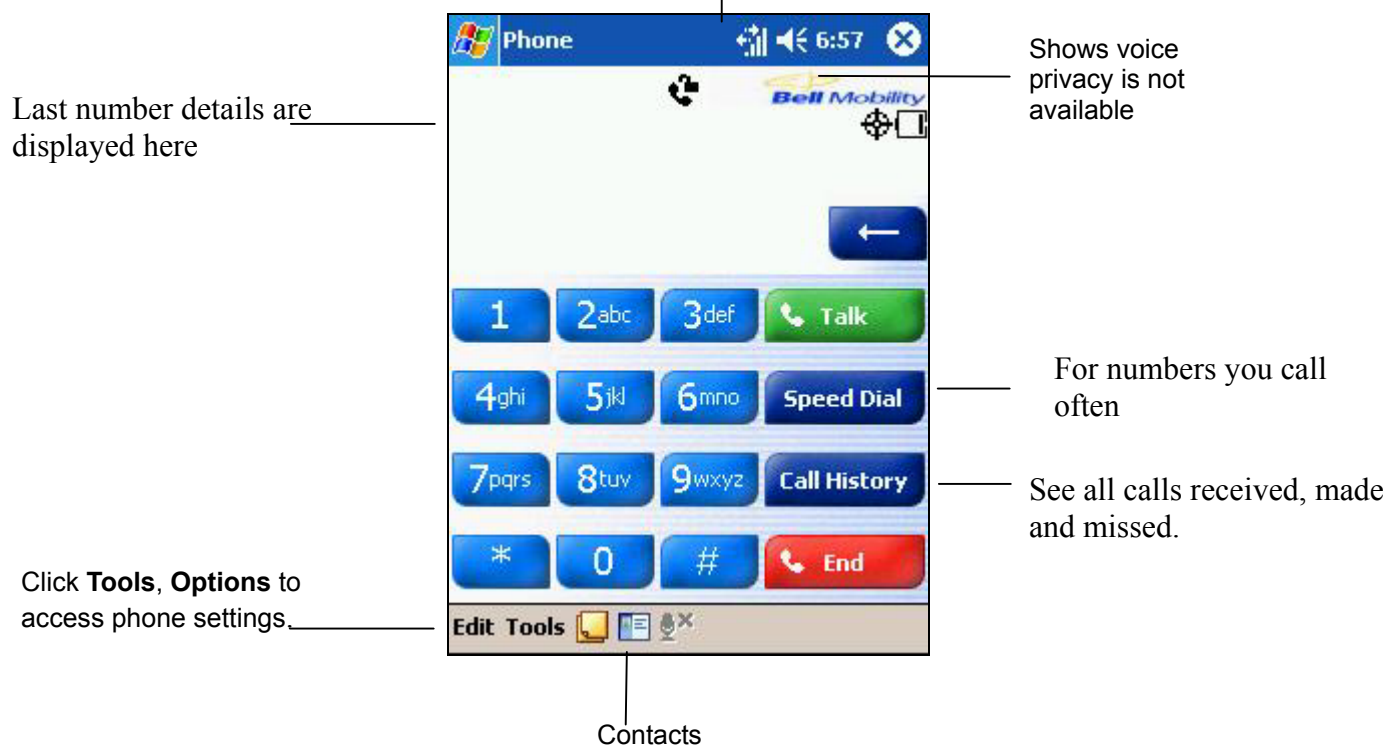
Similar to a conventional mobile phone, you can also easily use one hand to access and navigate through the important features of your device and make calls.

About The Dialer Screen

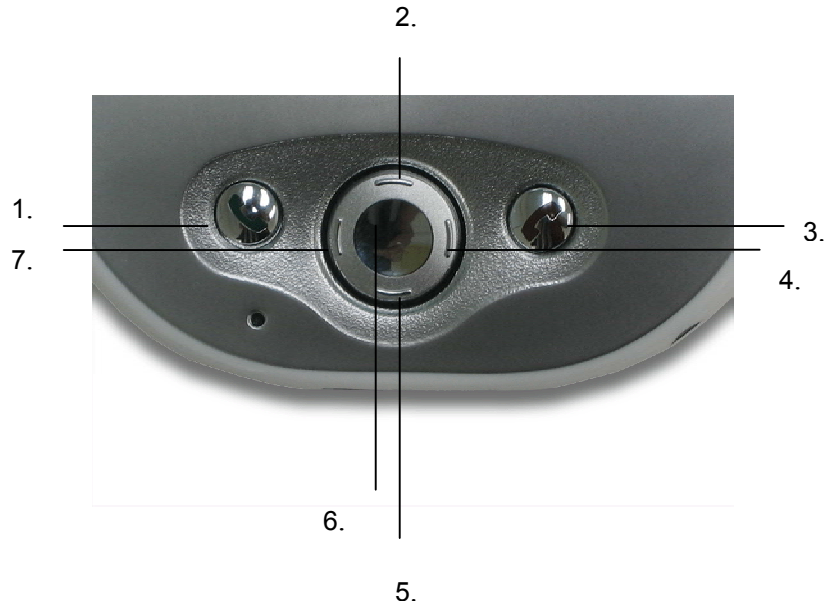
To access the Dialer Screen, tap  and then **Phone**, or press . From the dialer screen you can:

- Make calls
- Access **Call History**, **Speed Dial** and **Phone Settings**
- Find signal status information and important icons that tell you about your call.

This icon indicates a call is being made and the strength of the signal.









The Navigation Pad and Dialing





1. **Take Call** – Press to take an incoming call.
Dialer Screen – Press to activate the dialer screen.
Speakerphone – Press and hold to turn on or off the speakerphone during a call.
Dial – Press to dial a number.
2. **Scroll Up** – Press to scroll up through a list.
3. **End Call** – Press to end a call.
4. **Call History** – After launching the dialer screen, press to enter the Call History feature.
5. **Scroll Down** – Press to scroll down through a list.
6. **Center** – Press to select an item from a menu or a screen.
7. **Speed Dial** – After launching the dialer screen, press to enter the Speed Dial feature.


The icons listed below may be seen in the top bar of the screen:

-  - **Phone off (Flight Mode) or out of network service** -- Tap to turn off flight mode.
-  - **In network service** -- Tap to turn on flight mode.
-  - **Call Missed** -- Tap this icon to view missed call(s) you missed.
-  - **Unread E-mail or SMS** -- Tap to view unread SMS or E-mail.
-  - **Sync in progress** -- This icon will disappear when you have finished syncing with a server.
-  - **Shows your connection is at full strength.**

Checking Your Phone Connection

The default settings for your device are programmed to assume you want to use your phone. Therefore, your device will automatically connect your mobile phone and your service provider's network.

Initially, the  icon indicates that you are connected to your service provider's network. After that, a full strength signal is indicated by  and, as the strength of the signal diminishes so will the number of vertical bars in the icon with no bars indicating no signal.


	IN MANY COUNTRIES YOU ARE REQUIRED BY LAW TO TURN OFF YOUR PHONE WHEN YOU FLY. TURNING OFF YOUR POCKET PC DOESN'T TURN OFF YOUR PHONE; YOU MUST TURN OFF YOUR WIRELESS CONNECTION TO YOUR OPERATOR'S NETWORK.
---	---

Turning On/Off the Flight Mode

To turn off your wireless connection to your operator's network, you can switch your phone connection mode to be on **Flight mode**. You can turn the **Flight Mode on** or **off** while keeping your actual device turned on.




1. While using any program on your device, tap the phone signal icon on the title bar at the top of the phone's display.
2. Tap **Turn on flight mode** to turn off your phone connection from the pop up menu.
3. After that, tap **Turn off flight mode** to re-activate your phone connection when you need.

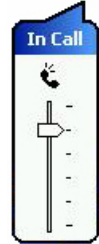
	To receive calls when your device is turned off, leave the Turn on flight mode .
---	---

Adjusting the Phone Volume



1. During a call, you can tap  or press the volume on the side bar of your device. The left bar is for the device volume and the right is for incoming call.

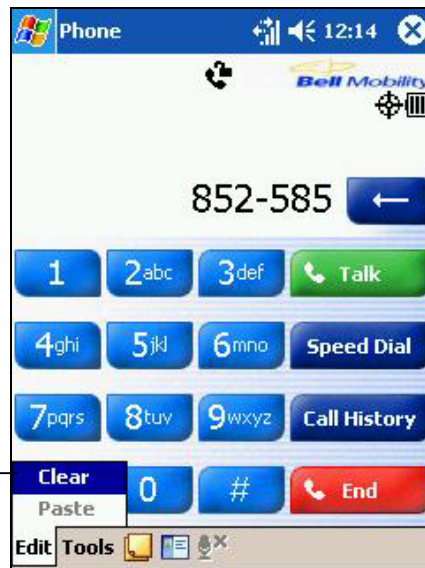
To adjust the conversation phone volume, you must do it during a call. This 3rd volume option will only appear in the volume tab during a call.



Back Spacing and Deleting

If you tap a wrong number when you are keying in, you can back space to erase individual numbers one at a time or you can delete all the numbers in the window.

To backspace or clear numbers:



Tap here to back space and erase numbers individually.

Tapping **Clear** will erase **852-585** as will holding down the backspace key.




B) Basic Dialing Features

In this section you can find information on the basic features of your phone: making or answering a call, using the speakerphone, making notes during a call, putting a call on hold, and using the conferencing facility. You can also send SMS from the Dialer screen.

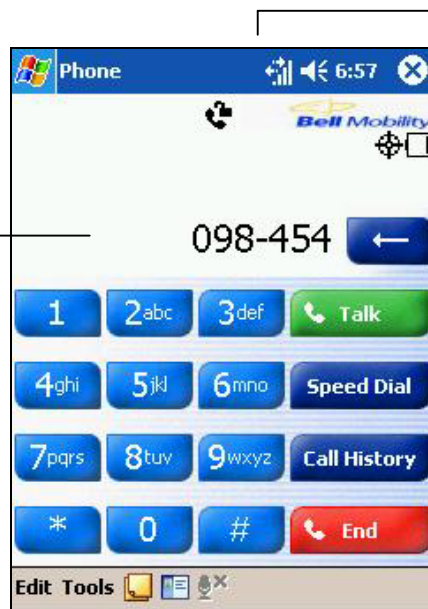
Making a call

With your Pocket PC Phone, you can make a call from the **Dialer**, **Speed Dial**, **Call History**, and **Contacts**.


Making a call from the Dialer:

1. To bring up the dialer screen, press .
2. Tap the phone number into the keypad, then tap  or press  button.

The number you're dialing will appear here.




The signal icon will change when you are making a call.


	When memory is full, a warning message will pop up indicating "Storage memory is critically low. If you don't increase storage memory, you may not able to start some programs." In this situation free memory space (for more information see the sections on managing and clearing memory and removing programs).
---	--

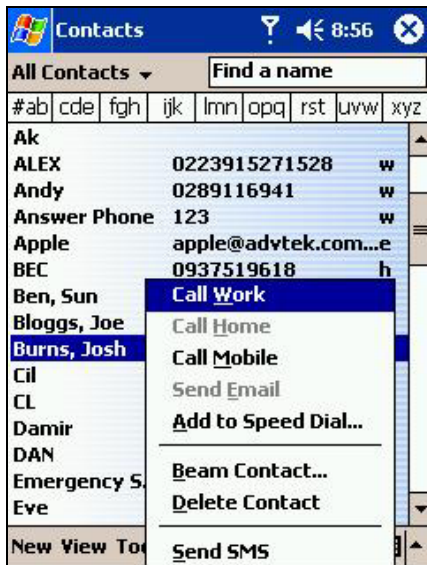
Making a call from Contacts:



To make a call from Contacts:

1. Access Microsoft Contacts by pressing the Contacts Button or by tapping in the dialer. Tap the contact you wish to call, and then tap  twice – once to send to the dialer screen and once to call.

By default, the pop-up menu and  button will display **Call Work Tel.** However, using either method below you can customize it so that the mobile phone number or e-mail is displayed instead:



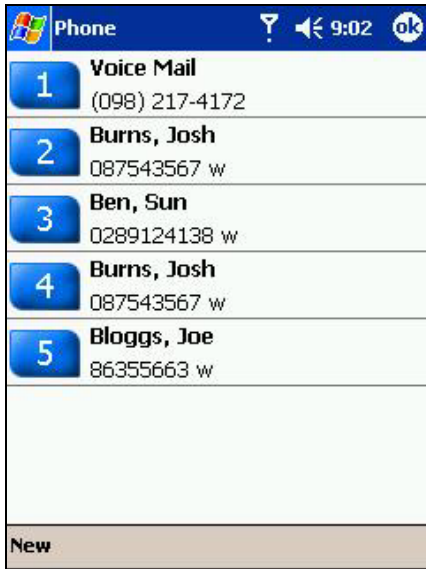
Either:

1. Select a contact in the contacts list and then press left or right on the navigation pad – the number on the screen will change.

Or:

1. In the contacts list tap the “w” in the right column next to the contact you want to customize. A pop-up menu will display the phone numbers and e-mail addresses for this contact.
2. Tap on a function to operate it.

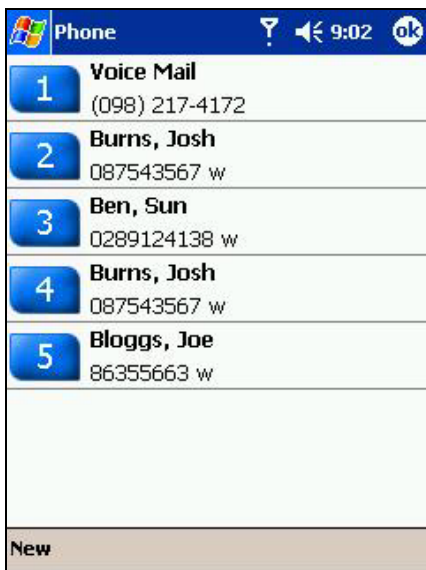
Making a call from Speed Dial (A):



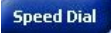

Speed dial is a list you can create of frequently-dialed numbers. Information on adding a number to Speed Dial is detailed later in this chapter.

By memorizing a contact's position in the Speed Dial list you can dial the number by simply entering its position number. For example, in the picture on the left, Josh Burns is at position 4. To dial his number simply tap and hold 4 on the dialer keypad; if the number holds a position of 10 or more tap the first number, and then tap and hold the second to dial.

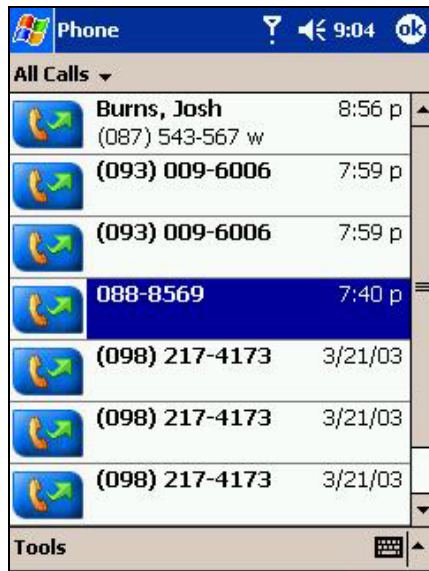
Making a call from Speed Dial (B):




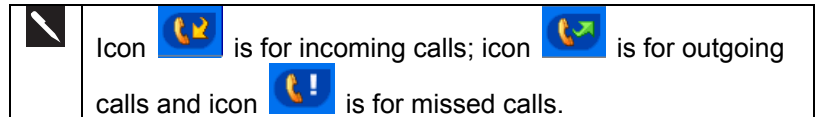
Alternatively, if you don't remember the position of a number in the **Speed Dial** list use the method below:

1. Go to **Phone**, press the left-side of navigation pad once, or tap .
2. Use the navigation pad to find the number you want to dial, then press .

Making a call from the Call History:



1. Go to **Phone** and press the right side of the navigation pad or tap **Call History**.
2. Find the call details by first selecting the category it is filed under. For example, if it is in **All calls** select **All calls** from the drop down menu in the top-left corner.
3. Use the navigation pad to find the number, then tap  or the icon to the left of the number you wish to call.



Sending SMS in phone dialer:



1. Tap **Tools**, then **Send SMS**.
2. The screen on page 43 will appear.
3. In the **To** field, enter either an **e-mail address** or **SMS number** of one or more recipients, separating them with a semicolon, or select a name from the contact list by tapping the **Address Book** button. All e-mail addresses entered in the e-mail fields in Contacts appear in the Address Book.
4. Compose your message. To enter preset or frequently used messages, tap **My Text** and select a message.
5. Tap **Send** when you've finished the message. If you are working offline, a pop-up menu will appear asking you if you want to connect to your ISP.






1. Whether you want to send or read **E-mail** or a **SMS**, you can swap by tapping **Services** then choose what service you want.
2. If you are sending an SMS message and want to know if it was received, tap **Edit, Options**, and select **Request SMS text message delivery notification** before sending the message.

Enabling the Speakerphone Mode

Your device's speakerphone mode allows you to talk hands-free and/or let other people listen to a call.





1. Wait until the phone is ringing.
2. Hold down  until the speakerphone comes on and the icon  appears in the top toolbar.
3. To turn off the speakerphone hold down  again.

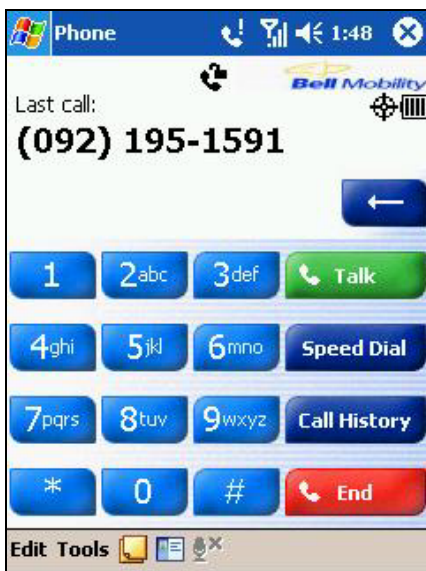
	Do not leave the phone in speakerphone mode and hold it on your ear; the sound will damage your ear.
--	--

To Answer or Reject a Call:



- To answer a call, tap **Answer**, or press .
 - To reject the call, tap **Ignore** or press .
 - To turn off the ring of the incoming call, tap **Silent**
- When you reject a call the caller will hear a busy tone.

To End a Call:

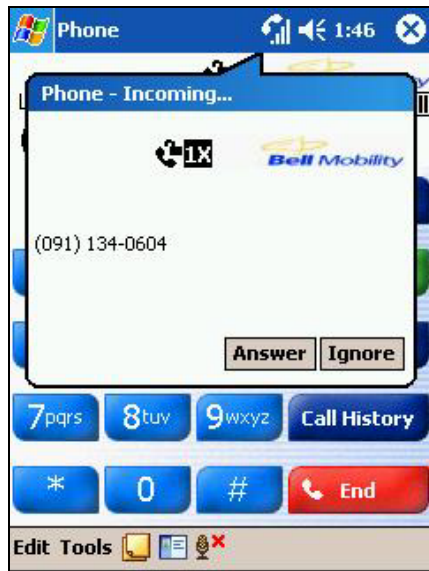



- To end a call, press  or tap .

Managing More Than One Call

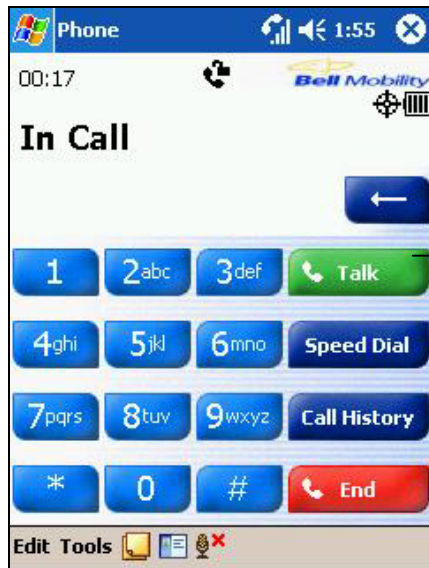
Your device will notify you when you have another caller and you have the choice of rejecting or accepting the incoming call. If you accept, you can then choose to swap between this caller and the original. You can also set up a conference call between 3 parties (with conference calling you can create a conversation with up to 6 people).

To put a call on hold:





1. If another person is trying to call you when you are talking on the phone the pop-out screen to the left will appear.
2. To take the 2nd call and put the 1st on hold, tap **Answer**
3. To end the 2nd call and go back to the 1st, tap **End** or .

To swap between calls:






To change to the other caller tap here

- To swap between 2 callers, press  or the  key.

To set up a conference call:



1. Dial the first phone number and press . When the caller answers, dial a 2nd number and wait for it to be picked up.
2. When the 2nd caller answers, press  or  to set up the conference.




- Note: Conference calling can only be initiated from an outgoing call. You cannot start one from an incoming call you received.

Making a Note

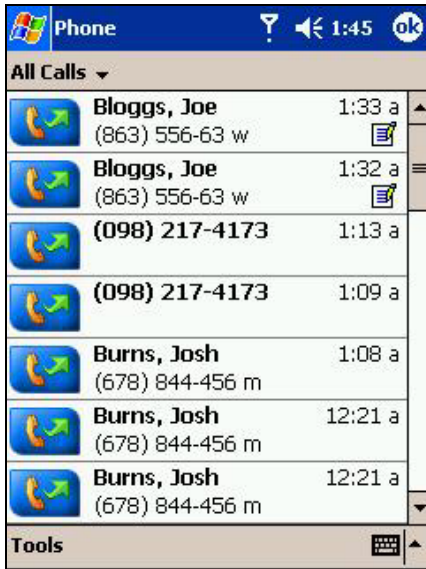
Regardless of whether you call from the **Dialer**, **Contacts**, **Call History**, or **Speed Dial**, you can take a note during a call. After you have finished the note it will be saved as an attachment to your call in one of the Call History folders.

To make a note:




1. After you have entered a number and tapped  or , tap the  icon situated at the bottom of the screen.
2. Use any of the input methods to record your note and then tap **OK**. You can finish your note during or after the call.

To view a note:

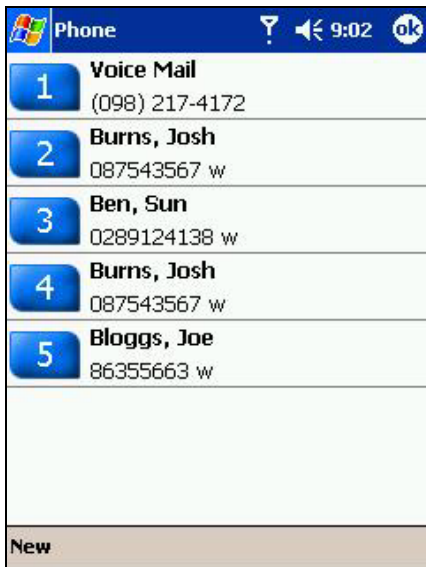


1. Press the right side of the navigation pad or tap **Call History**. Tap and hold the call, and then from the Pop-up menu tap **view note**.
2. Or, go to **Notes**, and then tap the name of the file from the list. (For more information, see “Chapter 4, Notes”)


 If you decide to create a contact for this caller – see Adding and Transferring Contacts information – the call and file names will be amended to the name of the new contact; the file will be unaffected.



C) Call Related Features

Checking Your Voice Mail



The first speed dial location defaults as your voice mailbox.

To retrieve your voice mail:

- Press , the left side of the navigation pad, select **1 Voice Mail**, and then press .

Adding and Transferring Contact Information


There are numerous methods for entering and storing contact information. Once saved on your device, these contacts can be transferred between the programs used to make calls. Contacts can be stored in:

- ◆ Microsoft Contacts.
- ◆ Call History. New contact numbers can be found in the incoming or missed calls lists.

Microsoft Contacts: Adding and transferring contacts





1. To create a contact, see creating a contact in **Chapter 4**.
2. To transfer a contact to **Speed Dial**, tap and hold the contact and then select **Add Speed Dial Work Tel** from the Pop-up menu.
3. In the next screen add the contact details, select a location then tap **OK**.

 By default the **Location** function will give you the next available position in the **Speed Dial** list. If you want to put a number in a position that is already occupied, the new number will replace that number already there.

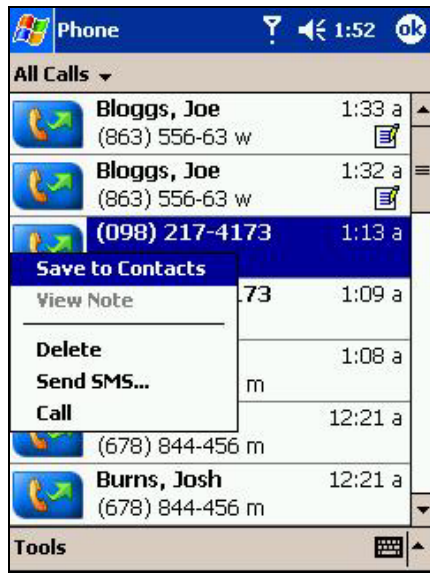
To transfer a number to Speed Dial:




1. Press , either the left side of the navigation pad or **Speed Dial**, and then **New**.
2. Find then tap the contact you want to add.
3. When the contact name and number appears in the screen – as left - select an available location using the arrow keys.

 By default, the **Location** function will give you the next available position in the **Speed Dial** list. If you want to put a number in a position that is already occupied, the new number will replace that number already there.

Adding a record to Microsoft Contacts from Call History:

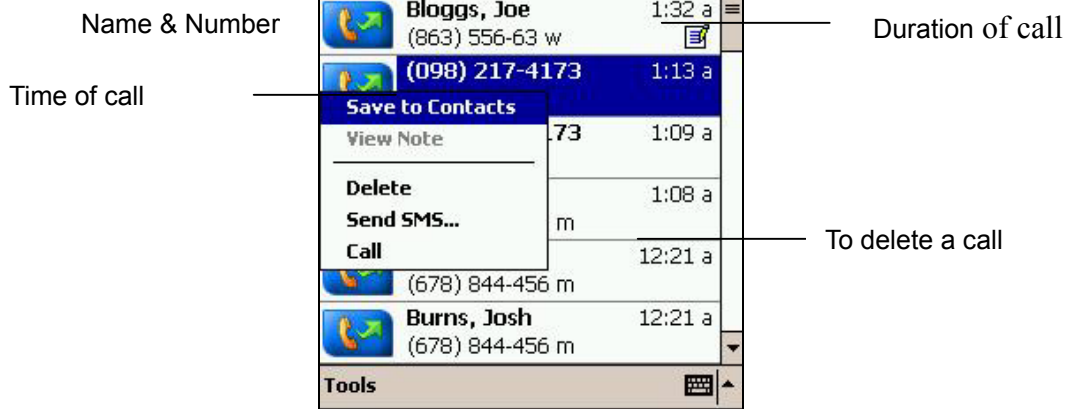


1. Press , and then the right side of the navigation pad.
2. Find the call details by first selecting the category it is filed under. For example, if it is a missed call select **Missed** from the drop down menu in the top-left corner.
3. Select the contact to add then press and hold the navigation pad center; in the pop-up menu that appears select **Save to Contacts**.
4. In the **New Contact** screen add additional contact details then press the navigation pad center or tap **OK**.
5. The call details in the **Call History** will then be amended and displayed under the name of the contact, not telephone number.

Managing Your Call History

The **Call History** details all incoming, outgoing, and missed calls and also provides a summary of total calls. The **Call History** can also tell you when a call was initiated, how long it lasted, and provides easy access to any notes taken during the call.

Tap here to select **All Calls, Missed, Outgoing, Incoming or By Caller**



Viewing call details

Tap in the top left corner of the screen and then select a category from the drop down menu.

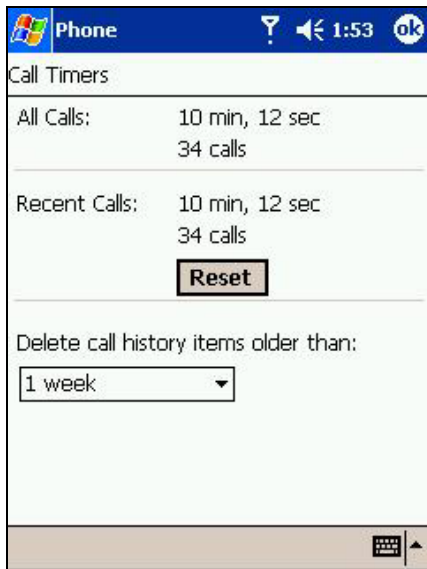
Calls are categorized as below:

- **All Calls:** All calls made to and from the phone in chronological order.
- **Missed:** Calls that were not answered.
- **Outgoing:** Calls made from the phone.
- **Incoming:** Calls made to the phone.
- **By Caller:** Categorizes calls alphabetically according to caller.

To delete all calls from Call History:

- Tap **Tools**, and then **Delete all Calls**.

To set limits on the size of your Call History:



- Tap **Call History, Tools, Call Timers** and then the box under **Delete call History items older than**.
- In the drop down menu choose a period of time and then tap **OK**.

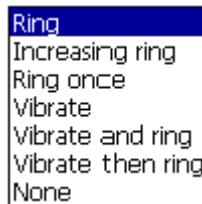
D) Customizing Your Phone

You can personalize the setting of your phone, the services you have and the network you are connected to.

To select ring type and tone, and Keypad sounds:



1. In phone dialer, tap **Tools, Options** and then **Phone**.
2. Tap to see the drop-down menu choices below.



Ring type



Ring tone



Keypad

Downloading ring tones


You can make a connection to the Internet and then download ring tones that are compatible with the .WAV format.

Managing Ring Tone:

Add Ring Tone allows you to quickly find and display all the ring tones stored on your device, gives you the option to listen, and then add or remove them from the Phone Settings list mentioned above.

Displaying all ring tones on your device:



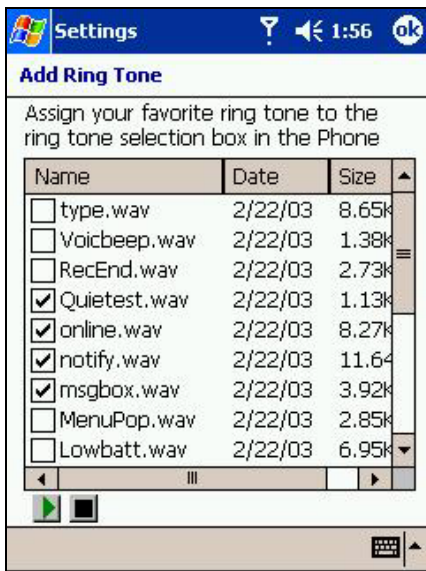
Tap , **Settings, System** and then **Add Ring Tone** – the program will automatically list and display all the .wav files on your device.

Playing a ring tone:



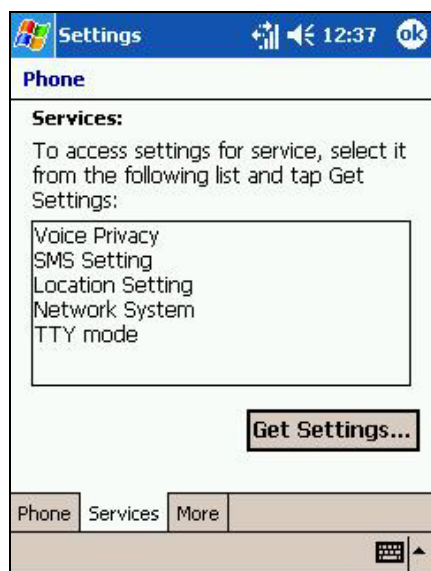
- After the ring tones have loaded, select one by tapping it, and then tap play. If you don't like the ring tone, deselect it.

Adding a ring tone to phone settings:



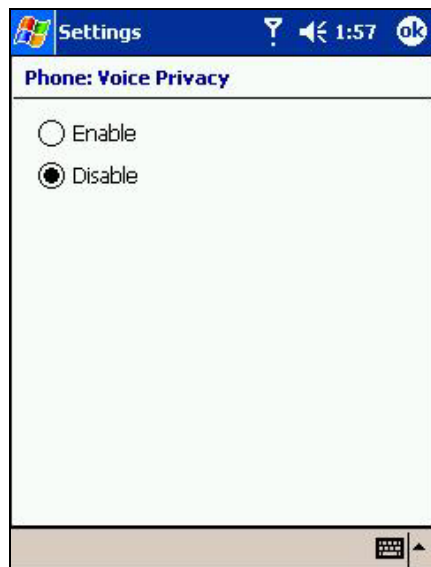
1. When the ring tones have loaded, you will see that some are already selected; these ones are presently listed in phone settings.
2. To add or remove a ring tone from the list in phone settings, tap its name.

Enabling Voice Privacy:



Voice privacy is a method for encrypting voice calls to provide extra security. To enable or disable this function:

1. In phone dialer, tap **Tools**, **Options** and then **Services**.
2. **In Services**, tap **Voice Privacy**, and then **Get Settings** (retrieving settings may take a few minutes).



3. In the next screen, select either **Enable** or **Disable**, then tap **OK**.

To check voice privacy availability:

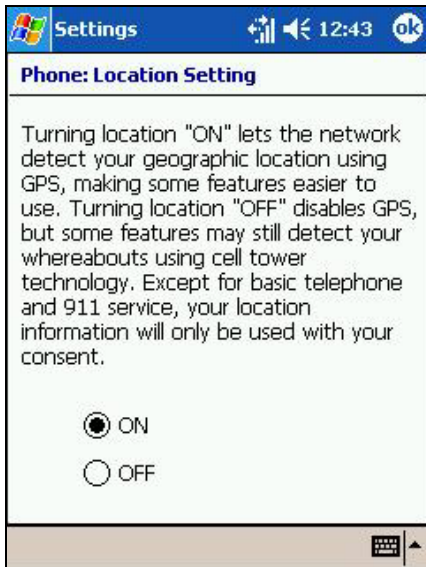


After you have enabled voice privacy you can choose to be notified if the network doesn't provide this service. To enable or disable this function:

1. In phone dialer, tap **Tools, Options** and then **Phone**.
 2. In **Phone**, tap **Notify me when voice privacy is unavailable**.
- **Note:** If voice privacy is unavailable you will be notified by an open lock icon on the dialer.

Location Settings

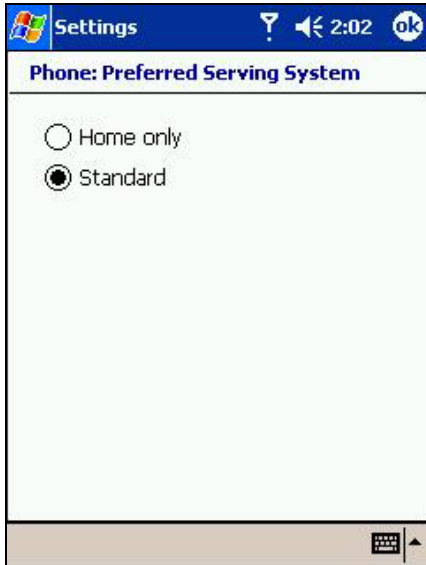
With GPS you can decide if you want to allow your network to detect your geographic location. To do this:



1. In phone dialer, tap **Tools, Options** and then **Services**.
2. In **Services**, tap **Location Setting** and then **Get Settings** (retrieving settings may take a few minutes).
3. Then in **Location Settings** select **On** or **Off**.

Network System

With Network System you can choose to accept roaming (**Standard**) or restrict your phone to only calls from your home network (**Home only**).

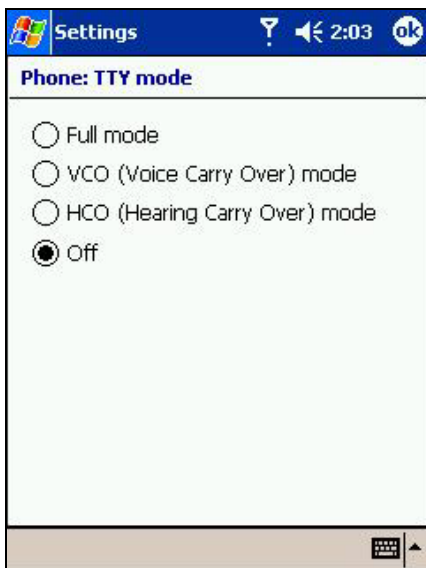


1. In phone dialer, tap **Tools, Options** and then **Services**.
2. In **Services**, tap **Network System**, then **Get Settings** (retrieving settings may take a few minutes).
3. Then in **Preferred Serving System** tap **Home only** or **Standard**.

TTY Mode

This mode allows the use of a TTY machine (for the hearing impaired) together with your device. Voice Carry Over (VCO) allows a TTY user to switch between receiving TTY characters and talking into the phone; Hearing Carry Over (HCO) allows a user to switch between transmitting TTY characters and picking up the phone to listen.

To view your TTY mode settings:



1. In phone dialer, tap **Tools, Options** and then **Services**.
2. In **Services**, tap **TTY Mode**, then **Get Settings** (retrieving settings may take a few minutes).
3. Tap **Full mode, VCO, HCO** or **Off**, then tap **OK**.

SMS Settings

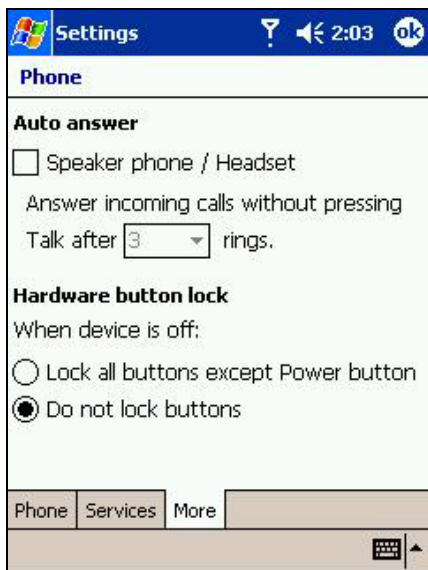
SMS Settings stores the Callback Number for your device. The Callback Number is the number sent with an SMS to signify who it is from – in most cases your number. If you need to change the Callback Number for any reason see below.



1. In phone dialer, tap **Tools, Options** and then **Services**.
2. In **Services**, tap **SMS Setting**, then **Get Settings** (retrieving settings may take a few minutes).
3. Then enter a new number in the **Callback Number** box.

Automatic Answer


When activated, this feature automatically answers a call after a user-determined number of rings and transfers it to the speakerphone or headset. If the headset is plugged in then it will go to headset, otherwise the speakerphone.



1. In phone dialer, tap **Tools, Options** and then **More**.
2. To activate, select the box next to **Speakerphone/Headset** then chose the number of rings after which the device will pick up.

Button Lock

Button Lock enables you to lock the buttons on your device so that only the **On/Off** button will turn on your device. Locking your device in this way ensures you can't turn on the device by accident, and consume unnecessary power.

 Enabling **Key Lock** when you are using your phone features will slow down your ability to answer a call.



Enabling Button Lock:

1. Tap **Phone, Tools, Options**, and then **More**.
2. Under **Hardware button Lock**, select **Lock all buttons except power button**, and then **OK**.

E) Additional Dialing Information

Making an emergency call:



Enter the international emergency number 911 then  or press .

1. Your Pocket PC Phone also provides international emergency number **112**. The number can normally be used to make an emergency call in any country, if there is a mobile phone service network who supports it.

To change operators and keep your number:

If you are swapping from another carrier to Bell Mobility and would like to keep your number, you can do so with the program Activation Wizard.



1. In phone dialer, tap **Tools, Activation Wizard**.
2. Follow the instructions in the next set of screens.

Chapter 5: Getting Connected

You can use your device to exchange information with other mobile devices as well as your PC, a network, or the Internet. You have the following connection options:

- Use the infrared (IR) port on your device to send and receive files between two devices.
- Connect to your mobile Internet service provider (ISP). Once connected, you can send and receive e-mail messages by using Inbox and view Web or WAP pages by using Microsoft® Pocket Internet Explorer. The communication software for creating a wireless ISP connection is already installed on your device. Your service provider will provide software needed to install other services, such as paging and fax services.
- Connect to the network at your company or organization where you work. Once connected, you can send and receive e-mail messages by using Inbox, view Web or WAP pages by using Pocket Internet Explorer, and synchronize with your PC.
- Connect to the virtual private network (VPN) at the company or organization where you work. Once connected, the added security of a VPN means that you can access the full resources of your company's network. For example, you can use File Explorer to access the files of computers on that network.

Connect to the Internet

You can use CDMA 1XRTT to connect to your mobile ISP, and use the connection to send and receive e-mail messages, synchronize wirelessly, and view Web or WAP pages.

Starting a connection:

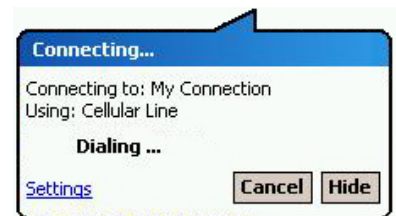
Once you have successfully inputted your operator's connection settings into your device and your phone is turned off flight mode, you can then access the Inbox or Internet, and these programs will start automatically.

Once connected, you can:

- Send and receive e-mail messages by using Inbox. Before you can use Inbox, you need to provide the information it needs to communicate with the e-mail server. For specific instructions, see **Connect Directly to an E-mail Server** later in this chapter.
- Visit Web and WAP pages by using Pocket Internet Explorer.
- Send and receive instant messages with MSN Messenger.

▣ A pop-up screen will appear once you begin connecting, and leave when the connection is complete.

▣ To disconnect the Internet connection, press and hold the End button, , for at least 5 seconds.



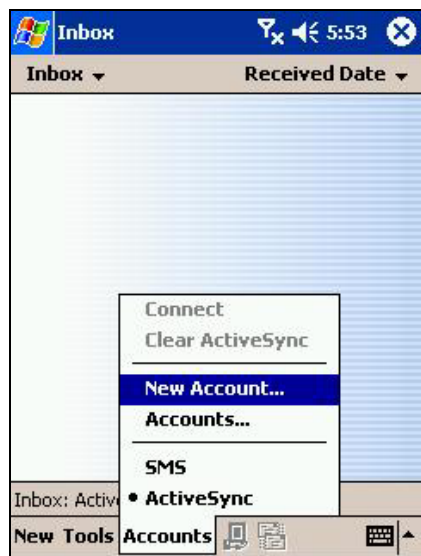
Connect Directly to an E-mail Server

You can set up a connection to an e-mail server so that you can send and receive e-mail messages by using a modem or network connection and Inbox on your device.

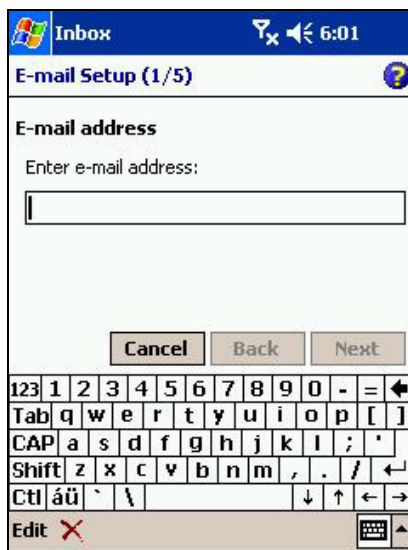
- The ISP or network must use a POP3 or IMAP4 e-mail server and an SMTP gateway.

You can use multiple e-mail services to receive your messages. For each e-mail service you intend to use, first set up and name the e-mail service. If you use the same service to connect to different mailboxes, set up and name each mailbox connection.

Setting up an e-mail service:



1. In Inbox on your device, tap **Accounts**, and then **New Account**.



2. Fill you e-mail address in the field, then tap **Next**.

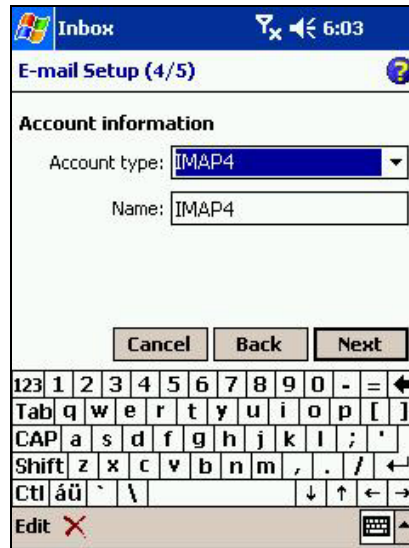
- Tapping **Next** will initiate auto-configuration – which attempts to connect your Pocket PC Phone to your e-mail server and automatically download the necessary e-mail connection settings.

If auto-configuration is successful you can begin sending/receiving e-mails straight away.

If unsuccessful you will need to enter the settings manually (see screens 4/5 & 5/5).




3. Enter "Your name," your "User name" and "Password" then tap **Next**.




4. From the drop down menu select the "Service type" that your e-mail provider supports (POP3 or IMAP4).
5. Enter a "Name" for your e-mail account then tap **Next**.



6. Enter your e-mail provider's server name information for Incoming mail and Outgoing mail, then tap **Finish**. For an explanation of a screen, tap  and then **Help**. When finished, to connect to your e-mail server, tap **Accounts** and then **Connect**.

Get Help Connecting

More information on creating a connection to work or the Internet, as well as information on additional procedures, can be found in the following locations:

- **Inbox: Sending and Receiving E-mail Messages** or short messages in **Chapter 6**.
- Online Help on the device. Tap  then **Help**. Tap **View, All Installed Help**, then **Inbox** or **Connections**.
- ActiveSync Help on the desktop computer. In ActiveSync, click **Microsoft ActiveSync Help** on the **Help** menu.

For troubleshooting information, see the Pocket PC Web site at: <http://www.microsoft.com/mobile/pocketpc>

Chapter 6: Wireless Data Programs

As well as wireless voice communication your device has built in support for a range of wireless data communication forms:

1. Browse the Web and view WAP-enabled sites.
2. Send SMS.
3. Send and receive e-mail.
4. Remotely synchronize with your PC.
5. Send and receive information from another IR-compatible Windows-powered device.

Except in the case of **No.5**, in order to use these features the following steps must have been completed:

1. Your mobile phone service provider supports data transmission (for further information contact your mobile phone service provider).
2. You have an account for Web and e-mail access with an ISP or at a network through your company or another organization. (It may be that your mobile phone service provider is acting as your ISP).
3. You have set up a dial up connection to an ISP or network on your Pocket PC Phone.
4. Your wireless connection to your mobile service provider is turned on but you are not using it.
5. You have switched on one of the dial up networking connections established in 4 above.



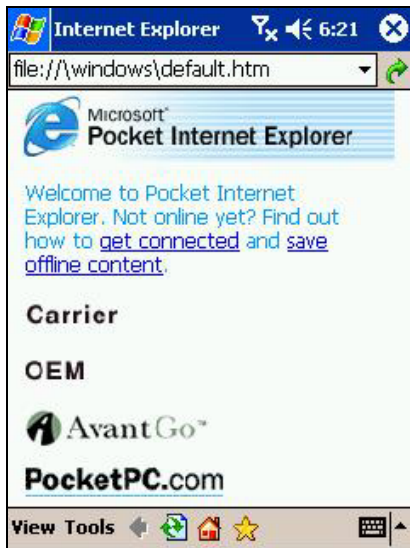
Pocket Internet Explorer: Browsing Web and WAP pages

Use Microsoft® Pocket Internet Explorer to view **Web** HTML, cHTML and **WAP** pages. You can browse in either of these ways:

- During synchronization with your PC, download your favorite links and mobile favorites that are stored in the Mobile Favorites folder in Internet Explorer on the PC.
- Connect to an Internet service provider (ISP) or network and browse the Web. To do this, you'll need to create the connection first, as described in the separate Settings Guide.

When connected to an ISP or network, you can also download files and programs from the Internet or intranet.


Using Pocket Internet Explorer



Switching to Pocket Internet Explorer:


- Tap  then **Internet Explorer**.

You can use Pocket Internet Explorer to browse mobile favorites and channels that have been downloaded to your device without connecting to the Internet. You can also connect to the Internet through an ISP or a network connection and browse the Web/ WAP page(s).

	The web page of your operator should appear in the blank space in the picture to the left.
---	--


To view mobile favorites and channels:



1. Tap , then Internet Explorer.
2. To display your list of favorites, tap the Favorites button
3. Tap the page you want to view.
4. You'll see the page that was downloaded the last time you synchronized with your PC. If the page is not on your device, the favorite will be dimmed. You will need to synchronize with your PC again to download the page to your device, or connect to the Internet to view the page.

Browsing the Internet:

1. Set up a connection to your ISP or corporate network using **Connections**, as described in the separate Settings Guide.
2. To connect and start browsing, do one of the following:
 - Tap the Favorites button, and then tap the favorite you want to view.
 - Tap **View** then **Address Bar**. In the address bar that appears at the top of the screen, enter the Web address you want to visit and then tap **Go**. Tap the arrow to choose from previously entered addresses.

	To add a favorite link, tap and hold on the page then tap Add to Favorites in the pop-up menu.
---	---

The Mobile Favorites Folder

Only items stored in the Mobile Favorites folder in the Favorites folder in Internet Explorer on your PC will be synchronized with your device. This folder was created automatically when you installed ActiveSync.

Favorite Links

During synchronization, the list of favorite links in the Mobile Favorites folder on your PC is synchronized with Pocket Internet Explorer on your device. Both the PC and your device are updated with changes made to either list each time you synchronize. Unless you mark the favorite link as a mobile favorite, only the link will be downloaded to your device, and you will need to connect to your ISP or network to view the content. For more information on synchronization, see ActiveSync Help on the PC.


Mobile Favorites

If you are using Microsoft Internet Explorer 5.0 or later on your PC, you can download mobile favorites to your device. Synchronizing mobile favorites downloads Web content to your device so that you can view pages while you are disconnected from your ISP and PC.

Use the Internet Explorer plug in installed with ActiveSync to quickly create mobile favorites.

To create a mobile favorite:

1. In Internet Explorer on your desktop computer, click **Tools** and then **Create Mobile Favorite**.
2. To change the link name, enter a new name in the **Name** box.
3. Optionally, in **Update**, select a desired update schedule.
4. Click **OK**. Internet Explorer downloads the latest version of the page to your desktop computer.
5. Limit the number of downloaded linked pages. In Internet Explorer on the desktop computer, click **Favorites**; then move your mouse through **Mobile Favorites** to the mobile favorite you want to change. Finally, right-click the mobile favorite and then **Properties**; in the **Download** tab, specify 0 or 1 for the number of linked pages you want to download.
6. Synchronize your device and desktop computer. Mobile favorites that are stored in the Mobile Favorites folder in Internet Explorer are downloaded to your device.

	If a scheduled update was not specified in step 3, content will have to be manually downloaded to update both computers. To see the last time content was downloaded to the computer, click Tools then Synchronize from the Internet Explorer window. Manually download content as needed.
	To add a button to your computer's Internet Explorer toolbar for creating mobile favorites, click View , Toolbars then Customize .

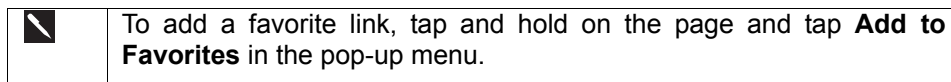
Saving Device Memory

Mobile favorites take up storage memory on your device. To minimize the amount of memory used:

- In **ActiveSync** on your desktop, click **Options**, select **Favorites/Internet Explorer**, tap **Settings** and then **Customize**. You can then deselect **Synchronize Images**, **Synchronize Sound** and/or **Synchronize offline content pages**, to stop pictures and sounds, or some mobile favorites from being downloaded to the device. For more information, see ActiveSync Help.
- Limit the number of downloaded linked pages. In Internet Explorer on the desktop computer, click **Favorites**; then move your mouse through **Mobile Favorites** to the mobile favorite you want to change. Finally, right-click the mobile favorite and then **Properties**. In the **Download** tab, specify 0 or 1 for the number of linked pages you want to download.

To browse the Internet:

1. Set up a connection to your ISP or corporate network using **Connections**, as described in the separate **Settings Guide**.
2. To connect and start browsing, do one of the following:
 - Tap the Favorites button, and then tap the favorite you want to view.
 - Tap **View** and then **Address Bar**. In the address bar that appears at the top of the screen, enter the Web address you want to visit and then tap **Go**. Tap the arrow to choose from previously entered addresses.



Using AvantGo Channels

AvantGo, a free interactive service that provides access to personalized content and popular websites, can be subscribed to directly from your device. Content can be downloaded when you synchronize your device and computer, or directly from the Internet. Visit the AvantGo website for more information.

To sign up for AvantGo:

1. In ActiveSync options on the desktop computer, turn on synchronization for the AvantGo information type.
2. In Pocket Internet Explorer on your device, tap the Favorites button to display your list of favorites.
3. Tap the AvantGo Channels link.
4. Follow the directions on the screen.

You will need to synchronize your device with your desktop computer and then tap the My Channels button to complete the AvantGo setup. When synchronization is complete, tap the AvantGo Channels link in your list of favorites to see a few of the most popular channels. To add or remove channels, tap the **Add** or **Remove** link.



MSN Messenger: Instant Messaging

MSN® Messenger on your mobile device is an instant messaging program that lets you:

- See who is online.
- Send and receive instant messages.
- Have instant message conversations with groups of contacts.

To use MSN Messenger, you must have a Microsoft Passport™ account or a Microsoft Exchange e-mail account. You must have a Passport to use MSN Messenger Service. If you have a Hotmail® or MSN account, you already have a Passport. Once you have obtained either a Microsoft Passport or a Microsoft Exchange account, you are ready to set up your account.

	Sign up for a Microsoft Passport account at http://www.passport.com . Get a free Microsoft Hotmail e-mail address at http://www.hotmail.com .
--	--

To switch to MSN Messenger:

Tap **Programs**, and then tap **MSN Messenger**.

Setting Up

Before you can connect, you must enter your Passport or Exchange account information.



Setting up an account and sign in:

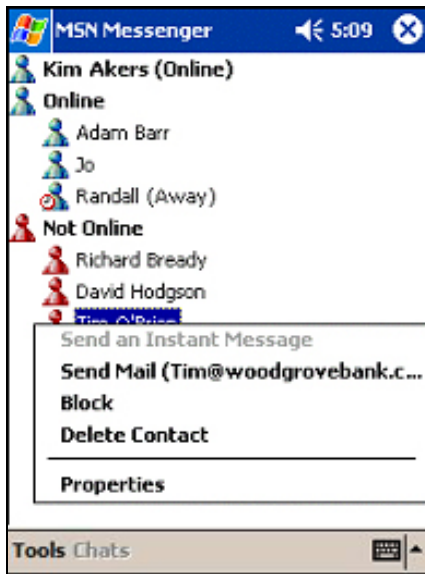
1. In the **Tools** menu, tap **Options**.
2. In the **Accounts** tab, enter your Passport or Exchange account information.
3. To sign in, tap the sign in screen and enter your e-mail address and password.

To change from your Exchange account to your Passport account, and sign in:

1. In the **Tools** menu, tap **Options**.
2. In the **Accounts** tab, check **Enable Passport account**, enter your Passport account information, under **Sign in using this account** **first** check **Passport account**, and then tap **OK**.
3. To sign in, tap the sign-in screen and enter your e-mail address and password.

	If you use MSN® Messenger on your computer, your contacts will automatically show up on your device.
--	--

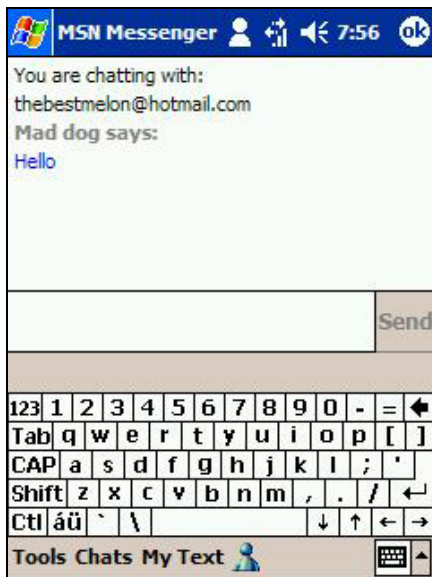
Working with Contacts



- The MSN Messenger window shows all of your messenger contacts at a glance, divided into Online and Not Online categories. From this view, while connected, you can chat, send e-mail, block the contact from chatting with you, or delete contacts from your list using the Pop-up menu.

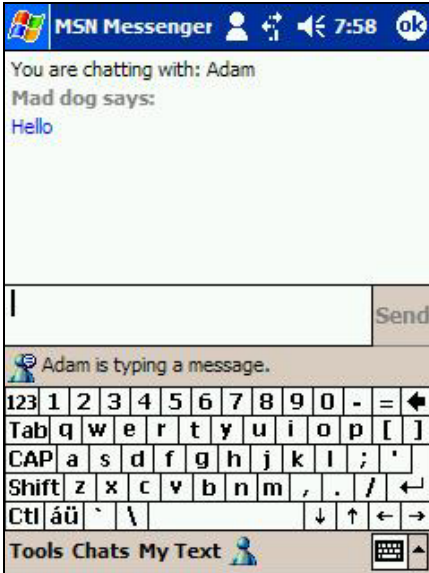
▣ To see others online without being seen, in the **Tools** menu, tap **My Status** and select **Appear Offline**. If you block a contact, you will appear offline but will remain on the blocked contact's list. To unblock a contact, tap and hold the contact, then tap **Unblock** on the Pop-up menu.


Chatting with Contacts



- Tap a contact name to open a chat window. Enter your message in the text entry area at the bottom of the screen, or tap **My Text** to enter a preset message, then tap **Send**. To invite another contact to a multi user chat, in the **Tools** menu, tap **Invite** and tap the contact you want to invite.

▣ To switch back to the main window without closing a chat, tap the Contacts button. To revert back to your chat window, tap **Chats** and select the person with whom you were chatting.



- To determine if the contact you are chatting with is responding, look for the message under the text entry area.
- For more information on using MSN Messenger, tap  and then **Help**.

Inbox: Sending and Receiving E-mail or SMS

Use Inbox to send and receive **e-mail** messages in either of these ways:

- Synchronize e-mail messages with Microsoft Exchange or Microsoft Outlook on your PC.
- Send and receive e-mail messages by connecting directly to an e-mail server through an Internet service provider (ISP) or a network.

You also can use Inbox to send and receive **SMS** and Unstructured Supplementary Service Data (**USSD**).

Synchronizing E-mail Messages

E-mail messages can be synchronized as part of the general synchronization process. You will need to enable Inbox synchronization in ActiveSync. For information on enabling Inbox synchronization, see ActiveSync Help on the PC.

During synchronization:

- Messages are copied from the mail folders of Exchange or Outlook on your PC to the ActiveSync folder in Inbox on your device. By default, you will receive messages from the past five days only, the first 100 lines of each message.
- E-mail messages in the Outbox folder on your device are transferred to Exchange or Outlook, and then sent from those programs.
- E-mail messages in subfolders must be selected in ActiveSync on your PC in order to be transferred.

Connecting Directly to an E-mail Server

In addition to synchronizing e-mail messages with your PC, you can send and receive e-mail messages by connecting to an e-mail server using a modem or network card connected to your device. You'll need to set up a remote connection to a network or an ISP, and a connection to your e-mail server.

When you connect to the e-mail server:

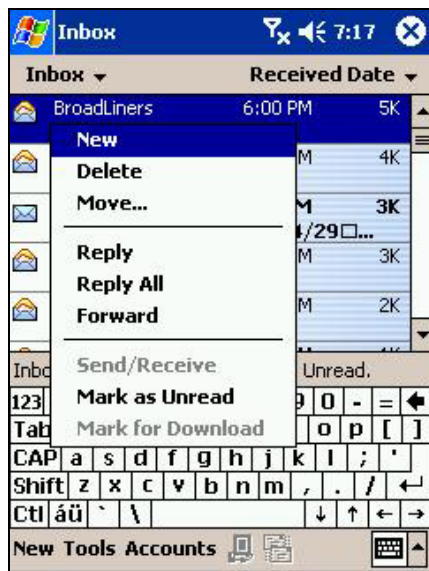
- New messages are downloaded to the device Inbox folder
- Messages in the device Outbox folder are sent
- Deleted messages are removed from the device Inbox folder.

Messages that you receive directly from an e-mail server are linked to your e-mail server rather than your PC. When you delete a message on your device, it is also deleted from the e-mail server the next time you connect based on the settings you selected in ActiveSync.

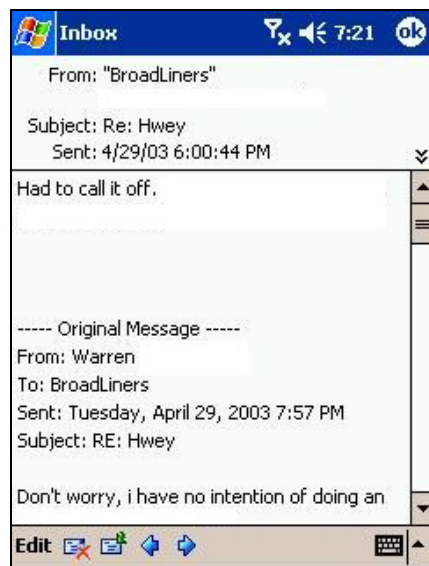
When working online connected to your server, you can immediately read and respond to messages - they are sent as soon as you tap **Send**, saving space on your device.

To work offline, download new message headers or partial messages, and disconnect from the server. You can then mark which messages to completely download the next time you connect.

Using the Message List




- Received messages are displayed in the message list. By default, the most recently received messages are displayed first in the list.



- When you receive a message, tap it to open it. Unread messages are displayed in bold.

When you connect to your e-mail server or synchronize with your PC, by default, you'll receive messages from the last five days only, the first 100 lines of each new message. The original messages remain on the e-mail server or your PC.

To retrieve a full message during your next synchronization or e-mail server connection, tap and hold the message. On the pop-up menu, tap **Mark for Download**.

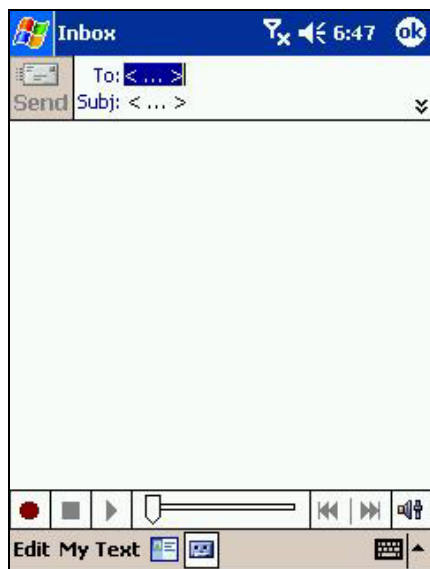
	When memory is full, a warning message will pop up indicating "Storage memory is critically low. If you don't increase storage memory, you may not able to start some programs." In this situation free memory space (for more information see the sections on managing and clearing memory and removing programs).
---	--

Specify downloading preferences when you set up the service or select your synchronization options.

Inbox synchronization options can be changed using ActiveSync® options. See ActiveSync® Help for more information.

To change options for e-mail server connections, tap Tools then Options. On the Service tab, tap the service you want to change. To remove a service, tap and hold the service and select Delete.

Creating an SMS or E-mail:



1. Tap **New**.
2. In the **To** field, enter either **e-mail address** or **SMS number** of one or more recipients, separating them with a semicolon, or select a name from the contact list by tapping the **Address Book** button. All e-mail addresses entered in the e-mail fields in Contacts appear in the Address Book.
3. Compose your message. To enter preset or frequently used messages, tap **My Text** and select a message.
4. Tap **Send** when you've finished the message. If you are working offline, a pop-up message will appear asking you if you want to connect.
 - Whether you want to send or read **E-mail** or a **SMS**, you can swap it by tapping **Services** then choose what service you want.
 - If you are sending an SMS message and want to know if it was received, before sending the message, tap **Edit**, **Options**, and select **Request SMS text message delivery notification**.

Managing Messages and Folders

Messages are displayed in one of five folders: Inbox, Deleted Items, Drafts, Outbox and Sent Items. The Deleted Items folder contains messages that have been deleted on the device. The behavior of the Deleted and Sent Items folders depends on the options you have chosen. In the message list, tap **Tools** then **Options**. On the **Message** tab, select your options.

To create new folders, tap **Tools** then **Manage Folders**. For all service except ActiveSync®, you can access folder options by tapping **Tools** then **Manage Folders**. To move a message to another folder, tap and hold the message and then tap **Move to** on the pop-up menu.

Folder behavior with a direct connection to an e-mail server

The behavior of the folders you create depends on whether you are using ActiveSync, SMS, POP3, or IMAP4.

1. If you use ActiveSync, e-mail messages in the Inbox folder in Outlook will automatically be synchronized with your device. You can select to synchronize additional folders by designating them for ActiveSync. The folders you created and the messages you moved will then be mirrored on the server. For example, if you move two messages from the Inbox folder to a folder named 'Family', and you have designated 'Family' for synchronization, the server creates a copy of the 'Family' folder and copies the messages into that folder. You can then read the messages while away from your PC.
2. If you use SMS, messages are stored in the Inbox folder of the SMS category.
3. If you use POP3 and you move e-mail messages to a folder you created, the link is broken between the messages on the device and their copies on the mail server. The next time you connect, the mail server will see that the messages are missing from the device Inbox and delete them from the server. This prevents you from having duplicate copies of a message, but it also means that you will no longer have access to messages that you move to folders created from anywhere except the device.
4. If you use IMAP4, the folders you created and the e-mail messages you moved are mirrored on the server. Therefore, messages are available to you anytime you connect to your mail server, whether it is from your device or PC. This synchronization of folders occurs whenever you connect to your mail server; create new folders, or rename/delete folders when connected.

Transferring Items Using Infrared

Using infrared (IR), you can send and receive information, such as contacts and appointments, between two devices.

Sending information:

1. Switch to the program where you created the item you want to send and locate the item in the list.
2. Align the IR ports so that they are unobstructed and within a close range.
3. Tap and hold the item, and tap **Beam Item** on the Pop-up menu.



You can also send items, but not folders, from File Explorer. Tap and hold the item you want to send, and then tap **Beam File** on the Pop-up menu.

Receiving information:

1. Align the IR ports so that they are unobstructed and within a close range.
2. Have the owner of the other device send the information to you. Your device will automatically receive it.



Terminal Services Client


Using the **Terminal Services Client**, you can log onto a Windows NT server type PC that is running Terminal Services software and use all of the programs that are available on that PC from your mobile device. For example, instead of running Microsoft Pocket Word, you can run the PC version of Microsoft Word and access all of the .doc files on that PC from your device.




You cannot use **Transcriber** when entering information in **Terminal Services**. You must use **Keyboard**, **Block Recognizer**, or **Letter Recognizer**.

Connecting to A Terminal Server:


Start a remote connection to the server via your wireless modem connection.


1. Tap , **Programs**, and then **Terminal Services Client**.
2. To connect to a server you have previously connected to, tap a server listed under **Recent Servers**.
3. To connect to a new server, enter the server's name in the **Server** box. Select the **limit size of desktop to fit** check box only when using applications that have been specifically sized for use with Pocket PC.
4. Tap **Connect**.

	If the network administrator has configured Terminal Services Client to reconnect to disconnected sessions, and you previously disconnected from a Terminal Server without ending the session, the Terminal Services Client reconnects to that session.
---	---


Disconnecting without ending a session:

The following commands must be accessed from the **Start** menu in the Terminal Services window used to access the PC's commands. Do not use the **Start** menu on your mobile device.

1. In the **Terminal Services Client** window, tap , and then **Shutdown**.
2. Tap **Disconnect**.

	If the network administrator has configured Terminal Services Client to reconnect to disconnected sessions, you will be reconnected to this session the next time you connect to this server.
---	---

Disconnecting and end a session:

1. In the **Terminal Services Client** window, tap  then **Shutdown**.
2. Tap **Log Off**.

Navigating within Terminal Services Client:


Once connected to the server, the PC's screen may more than fill your mobile device's screen. If scroll bars are displayed on the server's screen, you will see more than one set of scroll bars on your mobile device:

- One to scroll information on the PC, and one to scroll the PC display through the Terminal Services window in Terminal Services Client.
- To ensure you are scrolling the PC display through Terminal Services Client, use the four directional buttons at the bottom of the Terminal Services Client screen.
- To better-fit information on your mobile device's screen, select **Limit size of server desktop to fit**. For best results, programs on the PC should be maximized.

Tips and Tricks

Improving display performance:

Display performance is improved by decreasing the time it takes for the screen to be refreshed on the PC.

1. On your PC, select , **Settings** and **Control Panel**.
2. Click **Display**.
3. **Clear the Transition effects for menus and tool tips** check box.

Improving browser performance:

Performance with Internet Explorer on the PC is improved by decreasing the time it takes for Web pages to be refreshed.

In Internet Explorer on your PC, select **Tools, Internet Options, Advanced**, and then clear the **Use smooth scrolling** check box.



Wireless Modem

This utility lets your device act as a wireless modem, allowing your PC/Notebook to be wirelessly connected to a network.

Before you press the "Start" button, please make sure you have connected this device to your PC/Notebook by Serial or IrDA connection and disabled ActiveSync.

For Your PC

Creating a new modem:

1. Add a new modem from **Start, Settings, Control Panel, Phone And Modem Options, Modems tab**, and then **Add...**
2. Check the box for **"don't detect my modem; I will select it from a list."** Click **"Next"**.
3. Select [Standard Modem Types], and choose standard models. ex: Standard 19200 bps Modem.
4. Select the COM port you are going to use.
5. Click **"Next"**, **"Finished"**.
6. Once the modem has been setup, highlight the newly created Modem link and choose Properties.
7. Click **"Modem"**, Make sure the Maximum Port Speed is set at 115200. Click **"OK"**.

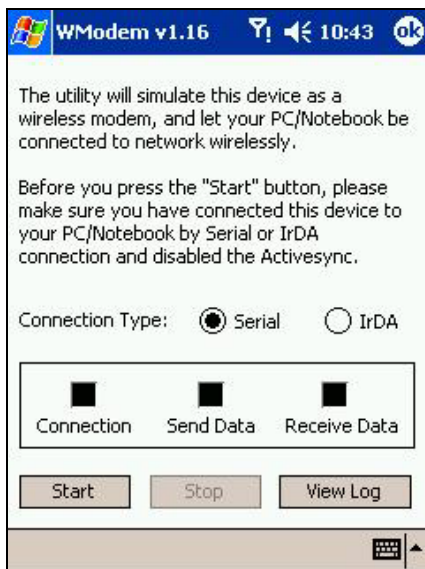
Creating a new dial-up connection (for 2000):

1. Make a new connection from **Start, Settings, Control Panel, Network and Dial-up Connections**
2. Choose **"Dial-up to the Internet"** for **Network Connection Type**, then click **"Next"**
3. Click the radio buttons for **"I want to set up my Internet connection manually, or...."**. Click **Next**.
4. Choose **"I connect through a phone line and a modem"** for the way to connect to the Internet. Click **Next**.
5. Select the Modem just created. Click **Next**.
6. Uncheck the box for **"Use area code and dialing rules"**.
7. Enter #777 for telephone number, then click **Next**
8. Enter your user ID and password for the ISP account. Click **Next**.
9. Enter your ISP Name. Click **Next**.
10. Select "No" for setup e-mail account. Click **Next...** to finish the setting.
11. Right click the dial-up connection you just created and choose **Properties**.
12. Ensure that the correct modem is chosen, and #777 is entered for phone number.

Note: Ensure that the serial com port for ActiveSync is disabled on the laptop side.

On Pocket PC side

Creating a connection:



1. Tap **Start, Programs** and **Wireless Modem**
2. Connect the device with laptop via serial cable.
3. Tap "**Start**" on the device.
4. Invoke the dial-up connection on laptop, enter user name and password, and then click "**Dial**".
5. Once it is connected, you should be able to see the computer icon on the taskbar of the laptop

Chapter 7 : Microsoft ActiveSync

Using Microsoft® ActiveSync®, you can *synchronize* the information on your PC with the information on your device. Synchronization compares the data on your device with your PC and updates both with the most recent information. For example:

- Keep Pocket Outlook data up-to-date by synchronizing your device with Microsoft Outlook data on your PC.
- Synchronize Microsoft Word and Microsoft Excel files between your device and PC. Your files are automatically converted to the correct format



By default, ActiveSync does not automatically synchronize all types of information. Use ActiveSync options to turn synchronization on and off for specific information types.

With ActiveSync, you can also:

- Back up and restore your device data.
- Copy (rather than synchronize) files between your device and PC.
- Control when synchronization occurs by selecting a synchronization mode. For example, you can synchronize continually while connected to your PC or only when you choose the synchronize command.
- Select which information types are synchronized and control how much data is synchronized. For example, you can choose how many weeks of past appointments you want synchronized.

After installation is complete, the ActiveSync® Setup Wizard will:


1. Help connect your device to your computer.
2. Set up a partnership to synchronize information between the two devices.
3. Customize the synchronization settings.

Synchronization automatically begins when you finish using the Wizard. After this initial synchronization, view your device's Calendar, Contacts and Tasks. Everything stored in Microsoft® Outlook® on your computer should now be on your device. Disconnect the device from your computer and you're ready to go.

To initiate ActiveSync® on your device, tap , then **ActiveSync**. Note that if you have a wireless LAN card, you can synchronize remotely from your device

For information about using ActiveSync® on your computer, see ActiveSync® Help in the ActiveSync® program.



- For more information about ActiveSync on your device, switch to ActiveSync, tap , and then tap Help.

Synchronizing Files

When you first setup a connection (or by tapping **Options** in **ActiveSync** on your desktop) you can see under **Mobile Device** the list of programs you can synchronize. It includes: **Calendar, Contacts, Tasks, Inbox, Files, Pocket Access, Favorites** and **AvantGo** channels. **Files** is a folder specially-created on your desktop in **My Documents** into which you must place all the files - Word, Excel etc - you wish to synchronize.


Synchronizing files:

1. To create a new folder, select **Files** in **ActiveSync**, then **OK**.
2. Use **Windows Explorer** on your desktop to find this folder – usually called My Documents pre-fixed by the name you gave to your connection – then copy files you want to synchronize into this folder.
3. Tap **Synchronize** in **ActiveSync**.

For more information about ActiveSync on your device, switch to ActiveSync, tap , and then tap **Help**.

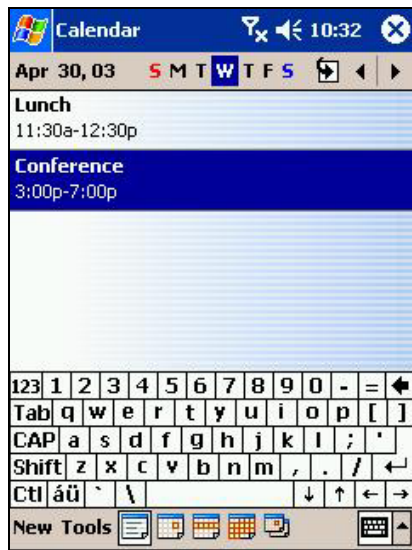
Chapter 8: Microsoft Pocket Outlook

Microsoft® Pocket Outlook® includes Calendars, Contacts, Tasks, Inbox and Notes which can be used individually or together. For example, e-mail addresses stored in Contacts can be used to address e-mail messages in Inbox. ActiveSync® synchronizes information in Microsoft® Outlook® or Microsoft® Exchange on your computer with your device, comparing changes made on both and updating each of them with the latest information. For information on using ActiveSync®, see ActiveSync® Help on the computer.

You can switch to any of these programs by tapping them on the  menu.



Calendar: Scheduling Appointments and Meetings



- Use Calendar to schedule appointments, including meetings and other events. You can check your appointments in one of several views (Agenda, Day, Week, Month, and Year) and easily switch views by using the **View** menu.




To customize the Calendar display tap **Options** on the **Tools** menu.

Creating an appointment:

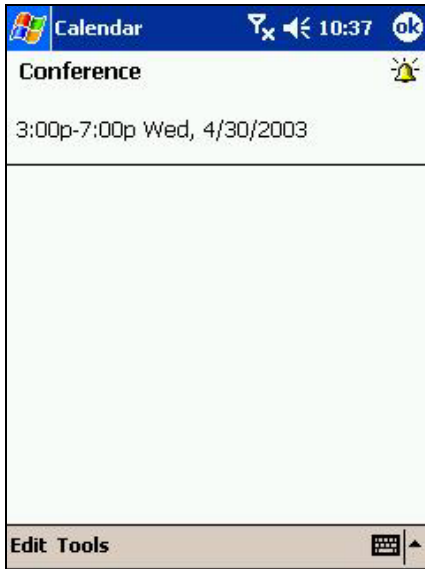


1. If you are in Day or Week view, tap the desired date and time for the appointment.
2. Tap **New**.
3. Tap a field then enter a description and a location.
4. Adjust date and time as needed.
5. Enter other desired information. Hide the input panel to see all available fields.
6. To add notes, tap the **Notes** tab. You can enter text, draw, or create a recording. For more information on creating notes, see **Notes: Capturing Thoughts and Ideas** later in this chapter.
7. When finished, tap **OK** to return to the calendar.



If you select **Remind me** in an appointment, your device will remind you according to the options set in , **Settings, Personal tab, Sounds & Reminders**.

Using the Summary Screen:

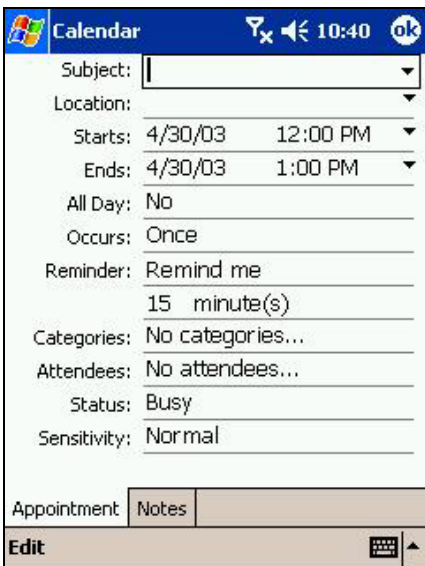


- Tap an appointment to display the summary screen. To make changes, tap **Edit**.

Creating Meeting Requests:

Calendar can set up meetings with Outlook or Pocket Outlook users. The meeting request will be created automatically and sent either when you synchronize Inbox or when you connect to your e-mail server. Indicate how you want meeting requests sent by tapping **Tools** and then **Options**. If you send and receive e-mail messages through ActiveSync, select **ActiveSync**.

To schedule a meeting:



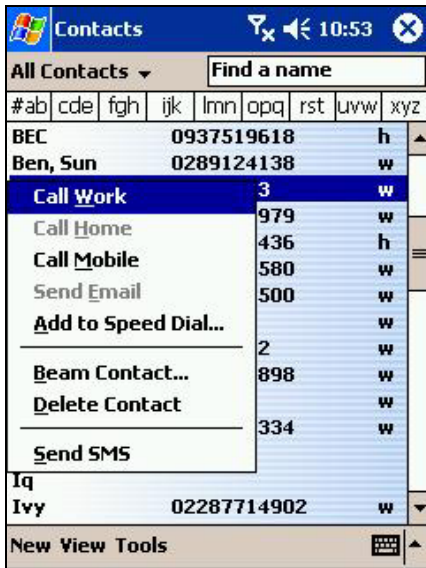
1. Create an appointment.
2. In the appointment details, hide the input panel, and then tap **Attendees**.
3. From the list of e-mail addresses you've entered in Contacts, select the meeting attendees. Tap **OK**.

The meeting notice is created automatically and placed in the Outbox folder.

For more information on sending and receiving meeting requests, see Calendar Help and Inbox Help on the device.

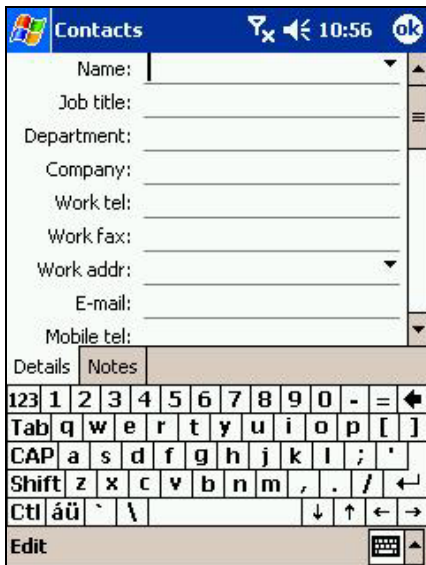


Contacts: Tracking Friends and Colleagues



- Contacts maintains an easily accessible list of friends and colleagues. The device's infrared (IR) port allows you to quickly share Contacts information with other device users. To access Contacts, tap then **Contacts**. You can also press the Contacts Program button on the front of the device.
- To change the way information is displayed in the list, tap **Tools** and then **Options**.
- All phone numbers stored in **Contacts** can be accessed from the Phone Book to place a call.
- When transferring the contact to another device by using infrared (IR), tap and hold that contact, then tap the **Beam Contact** from the displayed pop-up menu. For more information, See "Transferring Items Using Infrared."

Creating a contact:




1. Tap **New**.
2. Using the input panel, enter a name and other contact information. Scroll down to see all available fields.
3. Tap **Categories** to assign the contact to a category. In the list, Contacts can be displayed by category.
4. Tap the **Notes** tab to add notes or a drawing, or to create a recording. For more information, see "Notes: Capturing Thoughts and Ideas" later in this chapter.
5. To finish and return to the contact list, tap **OK**.

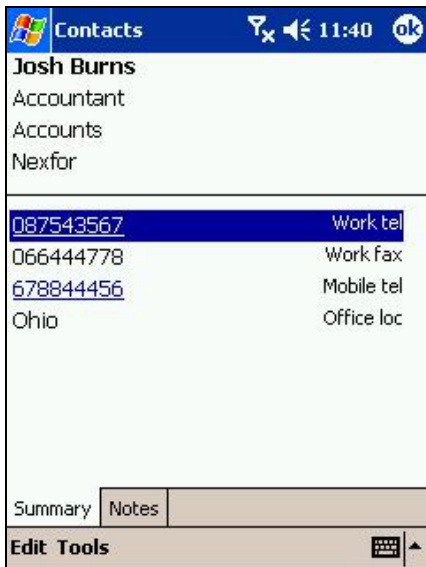
Finding a contact:



There are 6 ways to find a contact:

1. Press and hold the upside of the navigation pad until alphabetical letters appear on the screen in large type. Then use the navigation pad to scroll through the alphabet and select a letter.
2. Tap one of the grouping of letters displayed across the top of the screen.
3. Enter a name in the box under the navigation bar. To view all contacts, clear text from the box or tap the button to the right of the box.
4. In the contact list, tap the category list (labeled **All Contacts** by default) and select the type of contact that you want displayed. To show all contacts again, select **All Contacts**. To view a contact not assigned to a category, select **None**.
5. To view contacts by their company names, tap **View** then **By Company**. The number of contacts working for that company will be displayed to the right of the company name.
6. Tap , **Find**, enter the contact name, select **Contacts** for the type, and then tap **Go**.

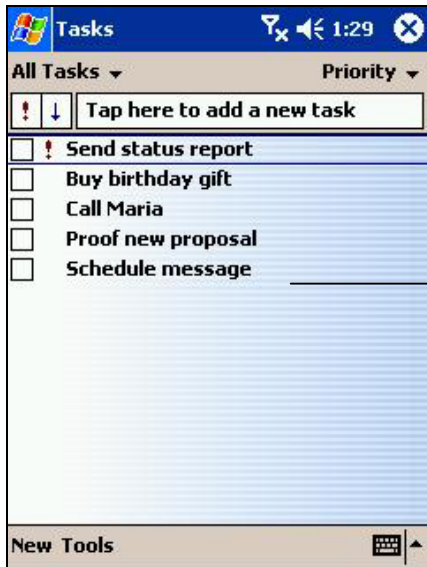
Using the Summary Screen:



- Tap a contact to display the summary screen. To make changes, tap **Edit**.





Tasks: Keeping a To Do List



Select the sort order of the list

Tap an item to display or edit the task details. Tap and hold the item to display a pop-up menu of actions

- Tasks keeps track of what has to be done. To access, tap  then **Tasks**.


 To change the way information is displayed in the list, tap **Tools** and then **Options**.

Creating a task:



Tap to choose from predefined subjects

1. Tap **New**.
2. Enter a description.
3. Enter a start date and due date or enter other information by first tapping the field. Hide the input panel to see all available fields.
4. To assign the task to a category, tap **Categories** and select a category from the list. In the task list, you can display tasks by category.
5. To add notes, tap the **Notes** tab. You can enter text, draw, or create a recording. For more information on creating notes, see **Notes: Capturing Thoughts and Ideas** later in this chapter.
6. Tap **OK** when finished.

 To quickly create a task with only a subject, tap **Entry Bar** on the **Tools** menu. Then, tap **Tap here to add a new task** and enter your task information.

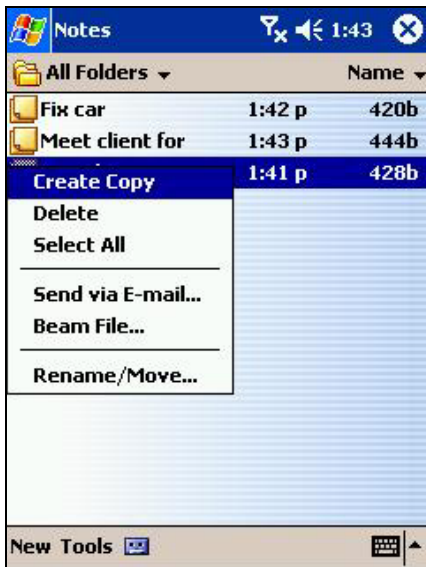
Using the Summary Screen:



- Tap a task to display the summary screen. To make changes, tap **Edit**.



Notes: Capturing Thoughts and Ideas



- Notes quickly capture thoughts, reminders, ideas, drawings, and phone numbers. You can create a written note or a recording and include a recording in a note. If a note is open when you create the recording, it will be included in the note as an icon. If the note list is displayed, it will be created as a stand-alone recording.

Creating a note:



1. Tap **New**.
2. Create your note by writing, drawing, typing, and recording. For more information about using the input panel, writing and drawing on the screen, and creating recordings, see **Chapter 3**.


Chapter 9: Companion Programs

Companion programs include Microsoft® Pocket Word, Microsoft® Pocket Excel, Microsoft® Money, and Windows Media™ Player for Pocket PC, and Microsoft® Reader.

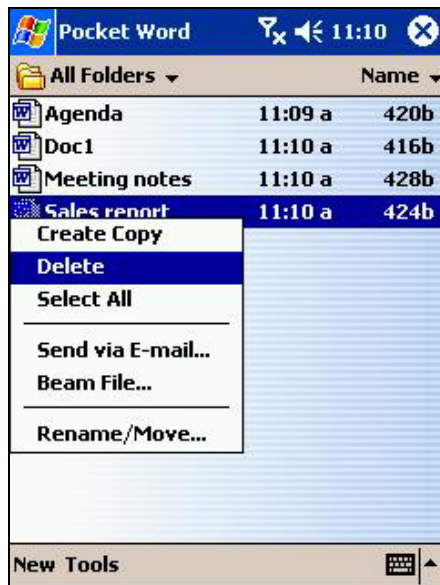
To switch to a companion program on your device, tap **Programs** on the  menu, and then tap the program name.


Pocket Word

Pocket Word works with Microsoft Word on your PC, providing easy access to copies of your documents. You can create new documents on your device, or you can copy documents from your PC to your device. Synchronize documents between your PC and your device so that you have the most up-to-date content in both locations.

Use Pocket Word to create documents, such as letters, meeting minutes, and trip reports. To create a new file, tap , **Programs**, **Pocket Word**, and then **New**. A blank document appears. Or, if you've selected a template for new documents in the **Options** dialog box, that template appears with appropriate text and formatting already provided. You can open only one document at a time; when you open a second document, you'll be asked to save the first. You can save a document you create or edit in a variety of formats, including Word (.doc), Pocket Word (.psw), Rich Text Format (.rtf), and Plain Text (.txt).

Pocket Word contains a list of the files stored on your device. Tap a file to open it and tap and hold to delete, make copies of, and send files from the Pop-up menu.



 You can change the zoom magnification by tapping **View** and then **Zoom**. Then select the percentage you want. Select a higher percentage to enter text and a lower one to see more of your document.

If you're opening a Word document created on a PC, select **Wrap to Window** on the **View** menu so that you can see the entire document.

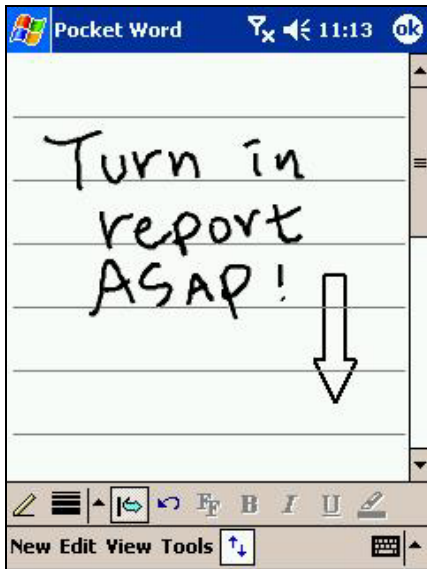
You can enter information in Pocket Word in one of four modes (typing, writing, drawing, and recording), which are displayed on the **View** menu. Each mode has its own toolbar, which you can show and hide by tapping the **Show/Hide Toolbar** button on the command bar.

Utilizing typing mode:




- Using the input panel, enter typed text into the document. For more information on entering typed text, see **Chapter 3**.
- To format and edit text, first highlight it by using your stylus to drag through the text you want to select. You can search a document to find text by tapping **Edit** then **Find/ Replace**.

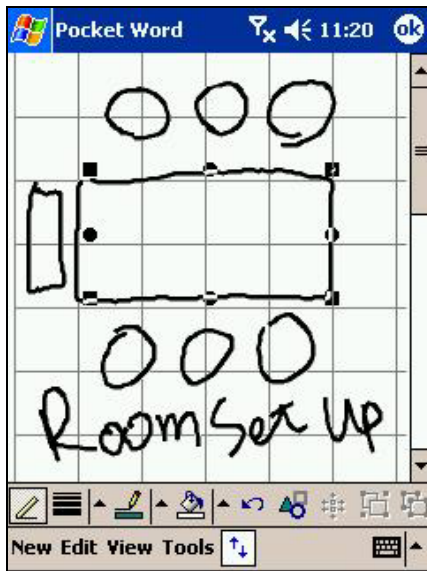
Utilizing writing mode:



- In writing mode, use your stylus to write directly on the screen. Ruled lines are displayed as a guide, and the zoom magnification is greater than in typing mode to allow you to write more easily. For more information on writing and selecting writing, see **Chapter 3**.

	If you cross three ruled lines in a single stylus stroke, the writing becomes a drawing, and can be edited and manipulated as described in the following section.
	Written words are converted to graphics (metafiles) when a Pocket Word document is converted to a Word document on your PC.


Utilizing drawing mode:



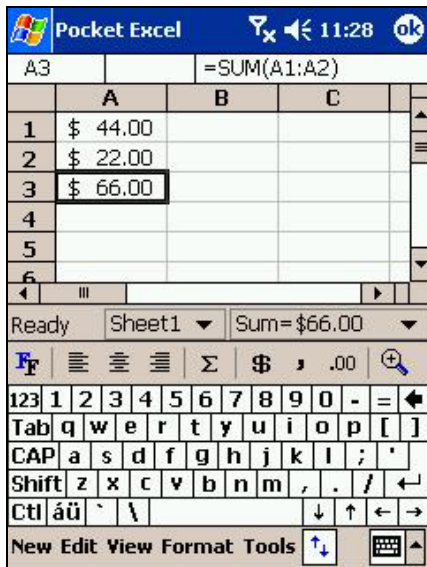
- In drawing mode, use your stylus to draw on the screen. Gridlines appear as a guide. When you lift your stylus off the screen after the first stroke, you'll see a drawing box indicating the boundaries of the drawing. Every subsequent stroke within or touching the drawing box becomes part of the drawing. For more information on drawing and selecting drawings, see **Chapter 3**.

Utilizing recording mode:


In recording mode, you can embed a recording into your document. Recordings are saved as .wav files. For more information on recording, see “Making a Recording” in Chapter 1.

For more information on using Pocket Word, tap  and then **Help**.

Pocket Excel




Pocket Excel works with Microsoft Excel on your PC to provide easy access to copies of your workbooks. You can create new workbooks on your device, or you can copy workbooks from your PC to your device. Synchronize workbooks between your PC and your device so that you have the most up-to-date content in both locations.

Use Pocket Excel to create workbooks, such as expense reports and mileage logs. To create a new file, tap , **Programs**, **Pocket Excel**, and then **New**. You can also tap **New**, then **Excel Workbook** from the Today screen.

A blank workbook appears. Or, if you've selected a template for new workbooks in the **Options** dialog box, that template appears with appropriate text and formatting already provided. You can open only one workbook at a time; when you open a second workbook, you'll be asked to save the first. You can save a workbook you create or edit in a variety of formats, including Pocket Excel (.pxl) and Excel (.xls).

Pocket Excel contains a list of the files stored on your device. Tap a file to open it, and tap and hold to delete, make copies of, and send files from the Pop-up menu.

Pocket Excel provides fundamental spreadsheet tools, such as formulas, functions, sorting, and filtering. To display the toolbar, tap **View** and then **Toolbar**.

	If your workbook contains sensitive information, you can protect it with a password. To do so, open the workbook; tap Edit , and then Password . Every time you open the workbook, you will need to enter the password, so choose one that is easy for you to remember but hard for others to guess.
---	--


Tips for Working in Pocket Excel

Note the following when working in large worksheets in Pocket Excel:


- View in full screen mode to see as much of your worksheet as possible. Tap **View** and then **Full Screen**. To exit full screen mode, tap **Restore**.
- Show and hide window elements. Tap **View** and then tap the elements you want to show or hide.
- Freeze panes on a worksheet. First select the cell where you want to freeze panes. Tap **View** and then **Freeze Panes**. You might want to freeze the top and leftmost panes in a worksheet to keep row and column labels visible as you scroll through a sheet.
- Split panes to view different areas of a large worksheet. Tap **View** and then **Split**. Then drag the split bar to where you want it. To remove the split, tap **View** and then **Remove Split**.
- Show and hide rows and columns. To hide a hidden row or column, select a cell in the row or column you want to hide. Then tap **Format**, then **Row** or **Column**, and then **Hide**. To show a hidden row or column, tap **Tools**, then **Go To**, and then type a reference that are in the hidden row or column. Then tap **Format**, then **Row** or **Column**, and then **Unhide**.



Windows Media Player for Pocket PC

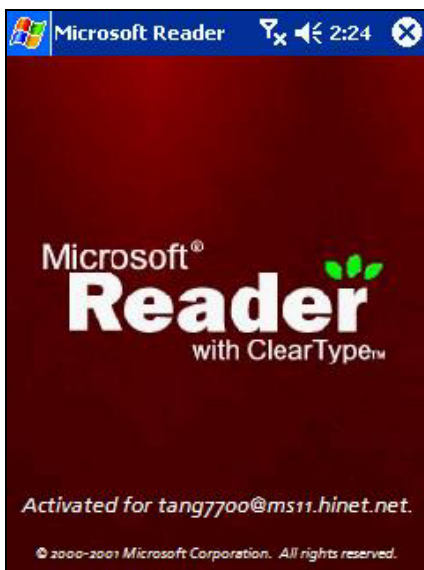
Use Microsoft Windows Media Player for Pocket PC to play digital audio and video files that are stored on your device or on a network. To switch to Windows Media Player for Pocket PC, tap , then **Windows Media**.




- Use Microsoft Windows Media Player on your PC to copy digital audio and video files to your Pocket PC. You can play Windows Media and MP3 files on your Pocket PC.
- Windows Media™ player can be used even if the screen is turned off. Tap **Tools**, **Settings** then **Buttons**, and select **Screen Toggle** from the pull-down list beside “Select Function”, then press the program button you wish to allocate. By pressing the allocated button, you can turn on and of the screen.
- For more information about using Windows Media Player for Pocket PC, tap , and then tap **Help**.

Microsoft Reader

Use Microsoft Reader to read e-Books on your device. Download books to your PC from your favorite e-Book Web site. Then, use ActiveSync to copy the book files to your activated device. The books appear in the MS-Reader Library, where you can open them by tapping a title the list. Each book consists of a cover page, an optional table of contents, and the pages of the book. You can:



- Page through the book by using the Up/Down control on your device or by tapping the page number on each page.
- Annotate the book with highlighting, bookmarks, notes, and drawings.
- Search for text and look up definitions for words.
- The Guide-book contains all the information you'll need to use the software. To open the Guide-book, tap **Help** on the Reader command bar. Or, on a book page, tap and hold on the book title, and then tap **Help** on the Pop-up menu.
- To switch to Microsoft Reader, tap , **Programs**, and then **Microsoft Reader**.

Getting Books on Your Device

You can purchase and download book files from the Web to your PC and then synchronize them with your Pocket PC; however, in order to do so, you must have: activated your device – you only need to activate it once -, have an activated copy of **MS Reader** on your PC, and have set up synchronization for **Files** in **ActiveSync**.

1. Open **ActiveSync** on your PC then check you have selected synchronize **Files** - if you have done so it will appear under **Information Type**; if you have not click **Options**, **Sync options**, check **Files** and then **OK** from the pop-up menu. (The pop-up menu is telling you our computer will create a folder in which you must put files you wish to synchronize)
2. If you have not already activated your device, open a web browser, go to <http://das.Microsoft.com/activate>

and follow the instructions.

3. Go to www.microsoft.com/reader/shop.asp for a list of retailers selling **Microsoft Reader** e-Books.
4. If you do not have a copy of **MS-Reader** on your PC, go to one of the retailers listed above and download a free copy from their site; then activate it as described above.
5. Go to one of the **Microsoft Reader** e-Book sites, and follow the instructions in the site for choosing, purchasing and downloading a book to your desktop.
6. Use **Windows Explorer** on your desktop to locate the MS Reader “My Library” folder and the “Pocket_PC My Documents” folder, find the book title in **My Library** and then copy it to **Pocket_PC My Documents**. ActiveSync will then download the files from your PC to your activated device.

Sample books and a dictionary are also included in the MS-Reader folder in the Extras folder on the Pocket PC Companion CD.

Using the Library

The Library is your Reader home page; it displays a list of all books stored on your device or storage card.



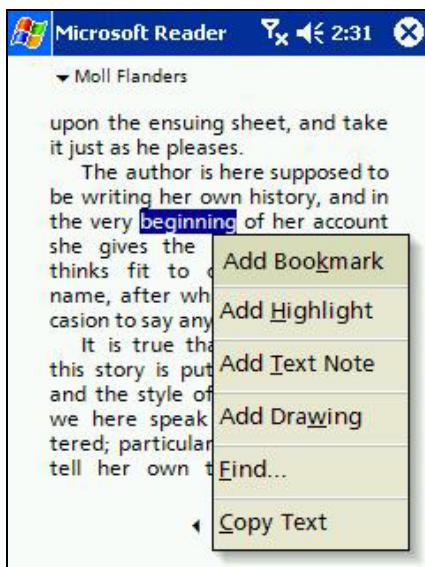
Opening the Library:

- On the Reader command bar, tap **Library**.
- On a book page, tap the book title, and then tap **Library** on the Pop-up menu.

Opening a book:

- Tap its title in the Library list.

Reading a Book



- Each book consists of a cover page, an optional table of contents, and the pages of the book.
- Navigation options are listed in the bottom portion of the cover page.
- The first time you open a book, you'll probably want to go to the first page or to the table of contents, if there is one. Subsequently, whenever you open the book, you'll be automatically taken to the last page read.
- In addition to the text, each book page includes a page number and book title.
- You can also page through a book by using the Up/ Down control on your device.

Using Reader Features

Reading a book electronically gives you several options not available with paper books. These options are available from any book page.

Select text by dragging across the text on the page. Then, tap an option on the Pop-up menu, as described here:

- **Search for Text.** Find text in a book by tapping **Find** on the Pop-up menu. Enter the word you want to search for, and tap the desired **Find** option. Reader highlights found text on the page. To close **Find**, tap outside the box. To return to your original page, tap the title and then tap **Return** on the Pop-up menu.
- **Copy Text.** You can copy text from books that support this feature into any program that accepts text. On a book page, select the text you want to copy. Then, tap **Copy Text** on the Pop-up menu. The text can be pasted into the program of your choice.
- **Bookmarks.** When you add a bookmark to a book, a color-coded bookmark icon appears in the right margin. You can add multiple bookmarks to a book. Then, from anywhere in the book, tap the bookmark icon to go to the bookmarked page.
- **Highlights.** When you highlight text, it appears with a colored background.
- **Notes.** When you attach a note to text, you enter the text in a note pad that appears on top of the book page. A Note icon will display in the left margin. To show or hide the note, tap the icon.
- **Drawings.** When you add a drawing, a Drawing icon appears in the bottom-left corner of the page, and drawing tools appear across the bottom of the page. Draw by dragging your stylus.
- To see a list of a book's annotations, including bookmarks, highlights, text notes, and drawings, tap **Annotations Index** on the book's cover page. To go to the annotated page, tap an entry in the list.

Removing a Book




- When you finish reading a book, you can delete it to conserve space on your device. If a copy of the book is stored on your PC, you can download it again at any time.
- To remove a book from your device, tap and hold the title in the Library list, and then tap **Delete** on the Pop-up menu.



Picture



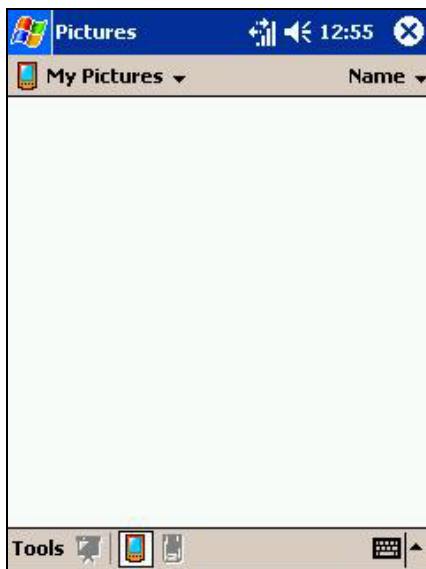
- **Pictures** collects, organizes and sorts picture files on your device.
- Download images to your PC, and then use ActiveSync to copy the files to your Pocket PC Phone.
- View the images as a slide show

 Pictures can also be stored and transferred to your device from an MMC, SD or digital camera card. Insert a card into the memory card slot and then copy or drag the pictures from your PC to the **My Documents directory** on the memory card (If the memory card does not have a **My Documents directory** you must create one first).

Transferring images to your Pocket PC Phone:

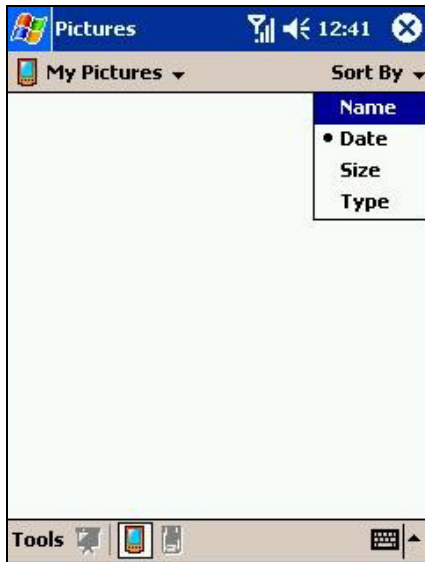
Pictures stored on your PC can be synchronized with **Pictures** on your device. Picture synchronization is not automatically selected in ActiveSync. For more information on synchronization, see ActiveSync Help on the PC.

Finding and list pictures:



1. Tap **Start, Programs, and Pictures**.
2. Tap **My pictures** and select a folder from the drop-down menu.

Sorting pictures:



1. Tap **Start, Programs, and Pictures.**
2. Tap **My pictures** and select a folder from the drop-down menu.

Deleting an image:

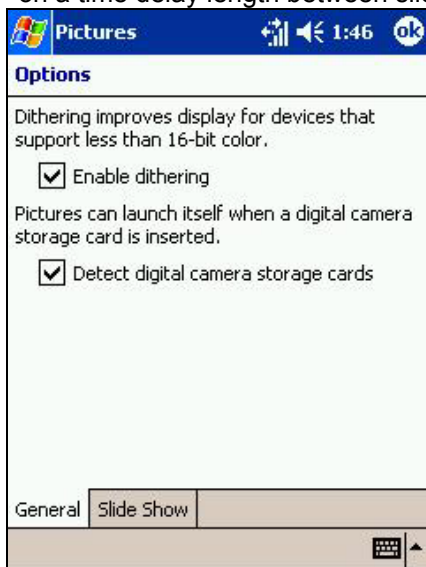
Hold the stylus firmly on the file name of the picture you want to delete, and then select **Delete** from the Pop-up menu.

Refreshing all images:

On the Pop-up menu, tap **Refresh**, the file information on picture list will be refreshed.

Customizing Pictures:

You can opt to launch the Pictures program automatically when a digital camera storage card is inserted and decide on a time delay length between slides when showing a slideshow.



To select launch automatically:

1. Tap **Start, Programs, and Pictures.**
2. Tap **Tools, Options** and then **General.**
3. Then check the box next to **Detect digital camera storage cards.**

Note: Your device supports more than 16-bit color so dithering is not necessary.



To select the time delay between slides:

1. Tap **Start**, **Programs**, and **Pictures**.
2. Tap **Tools**, **Options** and then **Slide Show**.
3. Then select a number of seconds and tap **OK**.

Appendix A: Troubleshooting

Reset the Pocket PC Phone and Clear Memory

You can perform a soft reset or a hard reset, depending on the situation: a hard reset, in the sense that you will lose all data and any software you have installed yourself, is similar to reinstalling your OS on your PC; a soft reset is similar to restarting your desktop.

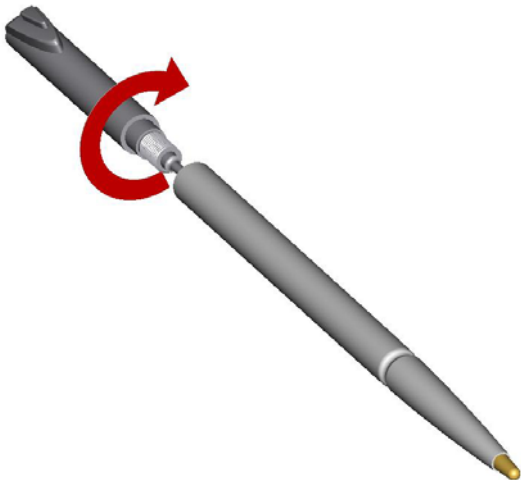
If your Pocket PC Phone responds slowly, stops responding or freezes, try performing a soft reset. This causes the Pocket PC Phone to restart and re-adjust memory allocation. Unsaved data in open windows may be lost.

Performing a soft reset:

- Use the stylus to press and hold the Reset button for about two seconds. (For details on finding the soft reset button, see, "Chapter 2, Bottom Edge Features.")

Performing a hard reset:

Warning: Clearing memory deletes all data and restores the Pocket PC Phone to its default settings. Programs installed at the factory remain, while data you have created and programs you have installed are erased.



1. Unscrew the stylus and use the smaller point of the top-half.





2. Press the battery switch and hold down the power button to turn it off. Repeat to turn it back on.



Use ActiveSync to keep a backup of your Pocket PC Phone data so that if you need to clear memory, you can restore the data on your Pocket PC Phone. For more information, see ActiveSync Help.

Battery loses Power

When the battery is low, you will see a battery icon ( - main battery low,  - main battery very low) in the status bar of the screen and a Pop-up screen to tell you to recharge the battery as soon as possible. The battery is split into two portions: main battery and backup battery. When the main battery portion is discharged your device will power off. However, the backup battery portion for 72 hrs will preserve your data. If the backup battery portion is discharged, you run the risk of losing the data on your Pocket PC Phone.


You want your Pocket PC Phone battery charge to last as long as possible, especially when you're on the road. Under normal conditions, you can get many hours of use from a single set of batteries or from a full charge. Here are a few tips to help you get the most from them.

Use external power whenever possible


Use the AC adapter to plug your Pocket PC Phone into external power whenever possible, especially when:

- Establishing a remote connection.
- Using the backlight feature of your Pocket PC Phone display.
- Connecting to a PC.
- Letting the notification light flash for extended periods.


Shorten auto suspend time

While on battery power, your Pocket PC Phone automatically suspends operation if you haven't touched the hardware buttons or used the stylus for a specified period. Maximize battery life by shortening the time. Tap  and then **Settings**. On the **System** tab, tap **Power**, and then adjust the **On battery power** setting.

Turning off sounds

The Pocket PC Phone produces sounds in response to a number of events, such as warnings, appointments, and screen taps or hardware button presses. To optimize battery life, turn off any sounds you don't need. Tap  and then **Settings**. On the **Personal** tab, tap **Sounds & Reminders** and clear check boxes on the **Volume** and **Reminders** tabs.

To turn off notification light:

Tap  and then **Settings**. On the **Personal** tab, tap **Sounds & Notifications**. On the **Reminders** tab, clear the **Flash light for** check box.

If you forget your password






If you forget your password, you'll need to clear memory on the Pocket PC Phone. See **Reset the device and clear memory** earlier in this appendix.

If you run out of Phone memory


Memory on your Pocket PC Phone is shared between storage memory and program memory. Storage memory is used to store the information you create and programs you install. Program memory is used to run programs on your Pocket PC Phone. Pocket PC Phone automatically manages the allocation between storage and program memory. However, in some situations, such as when memory is low, Pocket PC Phone may not be able to automatically adjust the allocation. If you receive a message stating that storage or program memory is unavailable, try the following solutions.

Finding space in storage memory:

- Move data to a MMC/ SD storage card.

- Tap , **Programs**, and then **File Explorer**. Tap and hold the file you want to move, and tap **Cut**. Browse to the My Documents folder in the storage card folder, tap **Edit**, and then tap **Paste**. Files stored in folders other than My Documents or stored in folders within folders in My Documents may not show up in the list view of some programs. When using Notes, Pocket Word, or Pocket Excel, you can also move files by opening the item and tapping **Tools** (in the Notes program) or **Edit** (in Pocket Word or Pocket Excel) , then **Rename/Move**.
- Move e-mail attachments. In Inbox, tap **Tools** and then **Options**. On the **Storage** tab, select **Store attachments on storage card**. All attachments are moved to the storage card, and new attachments are automatically stored on the storage card.
- Set programs such as Notes, Pocket Word, and Pocket Excel to automatically save new items on the storage card. In the program, tap **Tools** and then **Options**.
- If you are copying files from your PC or another device to your Pocket PC Phone, try adjusting the slider in the **Memory** setting. Tap  and then **Settings**. On the **System** tab, tap **Memory** and check whether the slider can be adjusted manually before copying files.
- Delete unnecessary files. Tap , **Programs**, and then **File Explorer**. Tap and hold the file, and then tap **Delete** on the Pop-up menu. To find your larger files, tap  and then **Find**. In the **Type** list, tap **Larger than 64 KB**, and then tap **Go**.
- In Internet Explorer options, delete all files and clear history. In Internet Explorer, tap **Tools** and then **Options**. Tap **Delete Files** and **Clear History**.
- Remove programs you no longer use. Tap  and then **Settings**. On the **System** tab, tap **Remove Programs**. Tap the program you want to remove and then **Remove**.
- Clear program memory as described in the following section. This will free some program memory so that it can be allocated to storage memory.

To find space in program memory:

- Stop programs you are not currently using. In most cases, programs automatically stop to free needed memory. However, in some situations, such as when confirmation dialog boxes are waiting for a user response, the program may not be able to automatically stop. To check the state of your active programs, tap  and then **Settings**. On the **System** tab, tap **Memory** and then the **Running Programs** tab. Tap the program you want to view and then tap **Activate**. Close any open windows or messages and return the program to list view. If this doesn't work, you can stop the program manually. First, make sure that closing open items and returning the program to list view save your work. Then, stop the program by tapping **Stop** or **Stop All** on the **Running Programs** tab.
- Clear storage memory as described in the preceding section. This will free some storage memory so that it can be allocated to program memory.
- Reset your Pocket PC Phone can release the program memory, you can do it as described in **Reset the Pocket PC Phone and clear memory** earlier in this appendix.

Screen Freezes or Responds Slowly

Reset your Pocket PC Phone. See **Reset your Pocket PC Phone and clear memory** earlier in this appendix.

Screen is Blank

If your Pocket PC Phone doesn't respond when you briefly press the Power button, press and hold the button for a full second. If that doesn't work:

- Plug the AC power into device.
- Reset the device. See **Reset the device and clear memory** earlier in this appendix.


Screen is Dark

Prolonged exposure to direct sunlight may cause your Pocket PC Phone screen to temporarily darken. This is normal for LCD screens and is not permanent.

Screen is Hard to Read

If you're having a hard time viewing a document in Notes, try changing the size of the view. To do this, tap a zoom percentage on the **Tools** menu. In Pocket Word and Pocket Excel, on the **View** menu, tap **Zoom** and then select a zoom percentage. In Pocket Internet Explorer, on the **View** menu, tap **Text Size** and then select a size. If you're having a hard time viewing Pocket Outlook data, try enlarging the display font. To do this within Calendar, Tasks, or Contacts, tap **Tools**, then **Options**, and then select **Use large font**.

Inaccurate Response to Stylus Taps

Adjust the touch screen to respond more accurately to screen taps. Tap  and then **Settings**. On the **System** tab, tap **Screen Calibration**, then **Align Screen**.

Slow or No Response

Reset your Pocket PC Phone. See **Reset the Pocket PC Phone and clear memory** earlier in this appendix.

Infrared (IR) Connection Problems

If you are unable to use IR to transfer information, try the following:

- Transfer only one file or no more than 25 contact cards at a time.
- Line up the IR ports so that they are unobstructed and within close range.
- Make sure nothing is between the two IR ports.
- Adjust the room lighting. Some types of light interfere with IR connections. Try moving to a different location or turning off some lights.

Phone Connection Problems

If you have a problem using your phone, try the following:

- Check your wireless connection to your mobile service provider is switched on and the signal unobstructed (For more information, see **Checking you are Connected**).
- Contact your mobile phone service provider for help.



Internet Connection Problems

The following connection problems may occur. Additional troubleshooting information is available in **Connections Help** on the Pocket PC Phone and ActiveSync Help on the PC.

- Check you have set up and connected to an Internet service provider.
- Check your wireless connection to your mobile service provider is switched on and the signal unobstructed (For more information, see Chapter 3 "Checking you are Connected").
- Check Verify with your Internet service provider that your user name and password are correct.
- Verify with your Internet service provider that the network you are trying to connect is available, or try to connect to it from another PC.




Network Connection Problems

The following connection problems may occur. Additional troubleshooting information is available in **Connections** Help on the Pocket PC Phone and ActiveSync Help on the PC.

- Check your wireless connection to your mobile service provider is switched on and the signal unobstructed (For more information, see Chapter 3 “Checking you are Connected”).
- Verify that you have added necessary server information. Tap  and then **Settings**. On the **Connections** tab, tap **Network**. Most networks use DHCP, so you should not have to change these settings unless your network administrator instructs you to do so.
- If **Network Connection** isn't listed as a connection method in the **ActiveSync** dialog box when starting synchronization, wait a few minutes and try again. Also, if synchronization does not start right away, the network is probably busy, and it may take a minute for your Pocket PC Phone to connect to the network.
- Verify with your network administrator that your user name and password are correct.
- Verify with your network administrator that the network you are trying to connect is available, or try to connect to it from another PC.
- You may need to change the device name if you are trying to connect to a network and cannot because another Pocket PC Phone with the same name is already connected. To change the Pocket PC Phone name, tap  and then **Settings**. On the **System** tab, tap **About**, and then the **Device ID** tab.

Cable and Cradle Connection Problems

The following solutions may help if you encounter problems when connecting to your PC. Additional troubleshooting information is available in **Connections** Help on the Pocket PC Phone and ActiveSync Help on the PC.

- Ensure the Pocket PC Phone is turned on.
- Ensure that you do not have any other active connections. Tap  and then **Today**. Tap  or  at the bottom of the screen and then **Disconnect**.
- Ensure the cable is securely plugged into the COM port on the back of your PC. Use the cable that came with the Pocket PC Phone without any extra cables or extenders attached.
- Plug the other end of the cable securely into the correct port on your Pocket PC Phone. If you are using a cradle, push your Pocket PC Phone securely into the cradle.

Appendix B: Regulatory Notices

Regulatory Agency Identification Numbers

For regulatory identification purposes your product is assigned a model number PW10xx.

The following accessories have been evaluated for use with your device. Their assigned model numbers listed below can identify these approved accessories. To ensure continued reliable and safe operation of your Pocket PC Phone, use only the accessories listed below with your PW10xx.

Accessories	Model Number
Pocket PC Phone	PW10xx
Cradle	PW15x

Note 1: The above “x” may be any alphanumeric character or blank denoting external cosmetic changes.

Note 2: This product is intended for use with certified Class 2, rated 5 V dc, minimum 1A power supply unit.

European Union Notice

Products with CE marking comply with the R&TTE Directive (99/5/EC), the EMC Directive (89/336/EEC) and the Low Voltage Directive (73/23/EEC) issued by the Commission of the European Community.

Compliance with these directives implies conformity to the following European Norms (in brackets are the equivalent international standards):

- EN 60950 (IEC 60950) - Safety of Information Technology Equipment
- ETS 300 342-1 (June 1997) - Electromagnetic compatibility and Radio spectrum Matters (ERM); ElectroMagnetic Compatibility (EMC) for European digital cellular telecommunications system; Part 1: Mobile and portable radio and ancillary equipment
- ANSI/IEEE C.95.1-1992- specific absorption rate in mobile phone emission condition for body health
- FCC part 15 and part24
- EN50360, EN50361 for SAR
- SAR: 0.892mW/10g

Important Safety Information

INTRODUCTION

It is important you read this manual before using your device (Pocket PC) to ensure its proper operation.

It is recommended that important data stored in your device should be saved to a memory card (sold separately) or your personal computer (data transfer with ActiveSync®) on a regular basis. Before returning your unit for service, be sure to back up your data and remove any confidential, proprietary or personal information. Audiovox Communications Corp. is not responsible for damage to or loss of any programs, data or removable storage media. The purpose of the Safety Instructions in this manual is to provide you with warnings and safety instructions that will assist in preventing the misuse of your device.

- All of the Safety Instructions that are contained in this manual must be read carefully and must be fully understood before you attempt to use your device in order to avoid potential hazards that could cause bodily injury or property damage, or could result in damage to your device or loss of data.
- Always keep this manual in a convenient place for future reference.

TRADEMARK INFORMATION

- Microsoft, ActiveSync, Outlook, Pocket Outlook, Windows, Windows NT, and the Windows logo are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries. Microsoft products are licensed to OEMs by Microsoft Licensing, Inc., a wholly owned subsidiary of Microsoft Corporation.
- Other product names mentioned in this manual are trademarks or registered trademarks of the respective companies. Please note that copying and modifying, changing or editing any material on the Internet, except using it privately for non-commercial purpose, may infringe the author's copyright protected by the Copyright Act.

SAFETY INSTRUCTIONS

There are two categories of Safety Instructions included in this manual:

- **Product Warnings**, (i.e., what must never be done to assure avoiding those hazards that could cause bodily injury or property damage.
- **User Directions** (i.e., what must always be done to assure the safe use of your device).

The Safety Instructions contained in this manual have been categorized in accordance with the seriousness of the potential hazards through the use of Signal Words.

Those Signal Words, and their intended meanings, are as follows:

- **DANGER:** Indicates that a failure to observe the Safety Instructions could result in death or catastrophic bodily injury.
- **WARNING:** Indicates that a failure to observe the Safety Instructions could result in serious bodily injury.
- **CAUTION:** Indicates that a failure to observe the Safety Instructions could result in minor bodily injury or property damage.
- **NOTE:** Designates important information that relates to activities and/or conditions that might result in loss of data and/or damage to your device.

Safe Use And Operation of Your Device

All portable computers produce low levels of RF energy due to the generation of digital timing pulses by its clock oscillator circuits. Your device has been equipped with internal shielding to minimize stray emissions of RF energy. Airlines may nevertheless prohibit the on-board use of portable PCs (and all other portable electronic devices that could potentially emit stray RF energy), particularly during take-offs and landings, to prevent any possible interference with the reception of signals by airborne electronic navigational devices. Other locations, such as hospitals, may also restrict the use of Pocket PC's and other devices that emit low-level RF energy.

WARNING

- Always request and obtain prior consent and approval of an authorized airline representative before using your device aboard an aircraft.
- Always follow the instructions of the airline representative whenever using your device aboard an aircraft, to prevent any possible interference with airborne electronic equipment.

WARNING

- Always comply with posted prohibitions of the use of RF-emitting devices, such as in hospitals. Failure to follow such directives could result in the interference with medical equipment and/or devices.
- Never come closer than 6 inches to a person with a heart pacemaker implant when using this device. Failure to do so could result in interference with the function of the pacemaker.

WARNING

- Never use your device while driving an automobile or any other moving vehicle. Always pull out of traffic and come to a stop in a legally permissible and safe location before using your device. Failure to do so could result in serious bodily injury in a traffic accident.
- Never use your device while walking. Usage while walking could result in bodily injury caused by inattention to automobile traffic or other pedestrian hazards.

WARNING

- Never allow metallic objects, such as staples and paper clips, to enter inside your device. Metallic objects, such as staples and paper clips, if allowed to enter your device, could cause the generation of excess heat or fire.
- Never connect terminals (metal parts) to metallic objects (such as wires). Connecting terminals to metal objects could cause excessive heat or fire.
- Always immediately disconnect the AC Adapter from the power outlet and turn the battery switch to the "Stop" position in the event the device emits an unusual odor or sound or generates smoke.

WARNING

- Never use or store your device in the following locations:
 - Anywhere it may be exposed to water, such as a bathroom or sauna;
 - In conditions of high humidity, such as in the rain or fog;
 - Where your device will be exposed to high temperatures, such as near a fire or equipment that emits high temperatures
 - In direct sunlight; or
 - In a sealed automobile left in the sun and subject to high temperatures.
- Never store or transport flammable liquids, gases or explosive materials in the same compartment of your automobile as the device or any of its accessories, as possible sparking in the PC could cause ignition or explosion.
- When driving, always secure your device in its softcase, when it is not in use. Never place your device on the passenger seat or any place else in the car where it can become a projectile during a collision or stop.
- Never drop your device or subject it to severe shock. Dropping your device or subjecting it to severe shock could cause the built-in battery to leak, ignite and/or rupture.
- Always immediately remove your device and its battery from the vicinity of any source of heat, such as an open flame, in the event the built-in battery leaks liquid or emits an unusual odor.
- Continued use of your device under either of these conditions could cause ignition (i.e., fire) of the leaked battery liquid, or rupture.
- Never touch any fluid that might leak from the built-in battery. Such liquid when in contact with the eyes or skin, could cause injury to the skin or eyes. **Should the liquid come into contact with the eyes, irrigate the eyes thoroughly with clean water and immediately seek medical attention.** In the event the liquid comes into contact with the skin or clothing, wash it away immediately with clean water.
- Failure to follow the above directions concerning use and storage could result in bodily injury and/or property damage due to battery liquid leakage, fire or rupture. Failure to follow the above directions concerning use and storage could also result in damage to your device.

WARNING

- Always use authorized Audiovox accessories and optional devices when operating this device, as the use of incompatible auxiliary equipment could result in fire, electric shock or other bodily injury. The use of unauthorized accessories will also void your Warranty.

WARNING

- Never attempt to disassemble, repair or make any modification to your device. Disassembly, modification or any attempt at repair could cause bodily injury or property damage, as well as damage to the device itself.

WARNING

- Your device is not a toy. Never allow children to play with your device. Misuse, rough or improper handling of your device by children could result in serious bodily injury for any of the enumerated safety warnings in this manual. In addition, always keep all accessories and components out of the reach of small children as small parts might present a choking hazard. Seek immediate medical attention if choking occurs or if any small part has been swallowed.

CAUTION

- Never raise the sound volume level too high when using your device with earphones. An excessive sound volume level could cause damage to your hearing.
- Never touch the liquid that might leak from a broken liquid crystal display. Contact with this liquid could cause a skin rash. If the crystal display liquid should come into contact with the skin or clothing, wash it immediately with clean water.

NOTE

- Under certain conditions, data may be lost, including:
 - Failure to follow all instructions for use and warnings in this manual.
 - Misuse of your device;
 - Subjecting the main unit of your device to static electricity and/or noise;
 - Total loss of electric charge in the built-in battery; and
 - Servicing of your device.
 - Use of your device in locations where the following ambient environmental conditions are exceeded:
 - Under normal operational use ambient temperatures not less than 32°F and not in excess of 104°F (0°C and 40°C);
 - With humidity of not less than 30% or in excess of 80%; and
 - When charging the battery ambient temperatures not less than 41°F and not to exceed 95°F (5°C and 35°C).
- Do not store or use your device in the following locations:
 - Those subject to extremely high or low temperatures;
 - Dusty locations; and
 - Locations or sites subject to strong vibration.
 - Use or storage in these location, sites or areas can result in product failure, malfunction or loss of data.
- Avoid connecting your device to an external device such as a computer in an environment likely to be affected by static electricity. For example, during low-humidity weather, shuffling your shoes upon a rug can produce static electricity. Before you handle your computer, you should touch a grounded object to discharge any static electricity from your body.
- Do not subject your device to sudden and severe temperature changes. This could result in moisture condensation in the device that could cause damage to your device, computer function loss, and/or the loss of data. In the event of moisture condensation, allow your device to dry out completely.
- It is normal for the AC Adapter to become warm when charging.
- Disconnect the power plug from the outlet when not in use.
- Take care not to sit on device when it is located in the back pocket of trousers, etc. This could cause damage to your device or malfunction of the device functions.
- Do not place objects on top of your device or drop them on top of your device. This could cause damage to your device and/or malfunction.

- Never paint or apply any foreign substance to this device as this can clog and damage moving parts.
- Clean terminals (metallic parts) on a regular basis with a dry cotton swab. Dirty terminals could affect battery charging.
- Never use organic solvents such as benzene or paint thinner to clean your device. Use of these solvents can cause deformation or discoloration. Wipe dirty parts with a soft dry cloth.
- Do not wipe the display with a damp or wet cloth or touch the display with damp or wet hands. Wiping or touching the display under this condition can cause product failure or malfunction. Always use a soft dry cloth to wipe the display.
- When using the optional “SD memory card”, be sure to read the relevant instruction manual and ensure that you know the proper procedures for their use and compatibility with your device.
- Never subject the card to any severe shock while connected to your device. Such a shock can cause damage to the card and a malfunction.
- Do not carry your device with the card connected to it. This can result in the damage or loss of the card.

SAFETY INSTRUCTIONS

- When the device is operating, do not insert or remove the “SD memory card” into or out of the SD card slot or connect or disconnect the device from the cradle as this may cause loss of stored data, or product failure/malfunction.
- Never connect cradle terminals with metallic objects, such as wires. Connecting these terminals with metallic objects may cause the production of excess heat, burns and damage to the charger and/or your device.
- To avoid eye strain, take frequent visual breaks, focusing on objects located at a distance greater than 15 feet.

SAFE USE AND OPERATION OF DEVICE (WIRELESS HANDHELD PHONE)

Read this information before using your device. Your device is a low power radio transmitter and receiver. When it is ON, it receives and also sends out radiofrequency (RF) signals.

FCC RF EXPOSURE INFORMATION

In August 1996, the Federal Communications Commission (FCC) of the United States, with its action in Report and Order FCC 96-326, adopted an updated safety standard for human exposure to radiofrequency (RF) electromagnetic energy emitted by FCC regulated transmitters. Those guidelines are consistent with the safety standard previously set by both U.S. and international standards bodies. The design of this device complies with the FCC guidelines and these international standards.

Use only the supplied or an approved antenna. Unauthorized antennas, damaged antennas, modifications, or attachments could impair call quality, damage the phone, or result in violation of FCC regulations. Please contact your local dealer for replacement antenna.

PHONE OPERATION

When speaking into the Microphone or the Earphone Microphone, a minimum separation distance of 1 inch (2.5 cm) must be maintained between the user's face and the device, including its antenna, to comply with the FCC exposure limits. This particular device has not been designed for held-to-ear use and should never be used against the ear. In front of your face, hold the device keeping distance from your body. or, In front of your face, hold the device wearing the earpiece keeping distance from your body.

Tips on Efficient Operation:

For your phone to operate most efficiently:

- Do not touch the antenna unnecessarily and keep the antenna from metal when the phone is in use. Contact with the antenna affects call quality and may cause the phone to operate at a higher power level than otherwise needed.

WARNING

DRIVING

Never use a device and/or cell phone while driving an automobile or any other moving vehicle. Always pull out of traffic and come to a stop in a legally permissible and safe location before using your device. Failure to do so could result in serious bodily injury in a traffic accident.

WARNING

ELECTRONIC DEVICES

Most modern electronic equipment is shielded from RF signals. However, certain electronic equipment may not be shielded against the RF signals from your device.

Pacemakers

The Health Industry Manufacturers Association recommends that a minimum separation of six (6") inches must be maintained between your device and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research and recommendations of Wireless Technology Research.

Persons with pacemakers:

- Should ALWAYS keep the device more than six (6") inches from their pacemaker when the device is turned ON.
- Should not carry the device in a breast pocket.
- If you have any reason to suspect that interference is taking place, turn your device OFF immediately.

WARNING

Vehicles

RF signals may affect improperly installed or inadequately shielded electronic systems in motor vehicles. Check with the manufacturer or its representative regarding your vehicle. You should also consult the manufacturer of any equipment that has been added to your vehicle.

Posted Facilities

Turn your device OFF in any facility where posted notices require so.

AIRCRAFT

FCC regulations prohibit using your device while in the air. Turn your device OFF before boarding an aircraft.

BLASTING AREAS

To avoid interfering with blasting operations, turn your device OFF when in a "Blasting area" or in areas posted "Turn off two-way radio". Obey all signs and instructions.

POTENTIALLY EXPLOSIVE ATMOSPHERES

Turn your device OFF when in any area with a potentially explosive atmosphere and obey all signs and instructions. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death. Areas with a potentially explosive atmosphere are often, but not always marked clearly. Potential areas may include: fueling areas (such as gasoline stations); below deck on boats; fuel or chemical transfer or storage facilities; vehicles using liquefied petroleum gas (such as propane or butane); areas where the air contains chemicals or particles (such as grain, dust, or metal powders); and any other area where you would normally be advised to turn off your vehicle engine.

For Vehicles Equipped with an Air Bag

An air bag inflates with great force. DO NOT place objects, including either installed or portable wireless equipment, in the area over the air bag or in the air bag deployment area. If in-vehicle wireless equipment is improperly installed and the air bag inflates, serious injury could result.

CAUTION

Hearing Aids

Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider [or call the customer service line to discuss alternatives].

Other Medical Devices

If you use any other personal medical device, consult the manufacturer of your device to determine if they are adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn your device OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy. "Device OFF" means to turn the Radio Standby Switch "OFF", then turn the power off using the Power button.

SAR Information

Specific Absorption Rate

THIS MODEL PHONE MEETS THE GOVERNMENT'S REQUIREMENTS FOR EXPOSURE TO RADIO WAVES.

Your wireless phone is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radiofrequency (RF) energy set by the Federal Communications Commission of the U.S. Government. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on standards that were developed by independent scientific organizations through periodic and thorough evaluation of scientific studies. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health. The exposure standard for wireless mobile phones employs a unit of measurement known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6 W/kg.* Tests for SAR are conducted with the phone transmitting at its highest certified power level in all tested frequency bands. Although the SAR is determined at the highest certified power level, the actual SAR level of the phone while operating can be well below the maximum value. This is because the phone is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output.

Before a phone model is available for sale to the public, it must be tested and certified to the FCC that it does not exceed the limit established by the government-adopted requirement for safe exposure. The tests are performed in positions and locations (e.g., worn on the body) as required by the FCC for each model. The highest SAR value for this model phone tested when being worn on the body, as described in this user guide, is 0.56W/kg. (Body-worn measurements differ among phone models, depending upon available accessories and FCC requirements). While there may be differences between the SAR levels of various phones and at various positions, they all meet the government requirement for safe exposure. The FCC has granted an Equipment Authorization for this model phone with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this model phone is on file with the FCC and can be found under the Display Grant section of <http://www.fcc.gov/oet/fccid> after searching on FCC ID CJ6CET0200MT.

Additional information on Specific Absorption Rates (SAR) can be found on the Cellular Telecommunications & Internet Association (CTIA) web-site at <http://www.phonefacts.net>.

** In the United States and Canada, the SAR limit for mobile phones used by the public is 1.6 watts/kg (W/kg) averaged over one gram of tissue. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in measurements.*

General Precautions

Heed service markings: Except as explained elsewhere in the Operating or Service documentation, do not service any product yourself. Service needed on components inside these compartments should be done by an authorized service technicians or provider.

Damage requiring service: Unplug the product from the electrical outlet and refer servicing to an authorized service technicians or provider under the following conditions:

- Liquid has been spilled or an object has fallen into the product.
- The product has been exposed to rain or water.
- The product has been dropped or damaged.
- There are noticeable signs of overheating.
- The product does not operate normally when you follow the operating instructions.

Avoid hot areas: The product should be placed away from heat sources such as radiators, heat registers, stoves, or other products (including amplifiers) that produce heat.

Avoid wet areas: Never use the product in a wet location.

Avoid pushing objects into product: Never push objects of any kind into cabinet slots or other openings in the product. Slots and openings are provided for ventilation. These openings must not be blocked or covered.

Mounting Accessories: Do not use the product on an unstable table, cart, stand, tripod, or bracket. Any mounting of the product should follow the manufacturer's instructions, and should use a mounting accessory recommended by the manufacturer.

Avoid unstable mounting: Do not place the product with an unstable base.


Use product with approved equipment: This product should be used only with personal computers and options identified as suitable for use with your equipment.

Adjust the volume: Turn down the volume before using headphones or other audio devices.

Cleaning: Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean an LCD screen.

Safety Precautions for Power Supply Unit

Use the correct external power source: A product should be operated only from the type of power source indicated on the electrical ratings label. If you are not sure of the type of power source required, consult your authorized service provider or local power company. For a product that operates from battery power or other sources, refer to the operating instructions that are included with the product. **Handle battery packs carefully:** **This product contains a Lithium Polymer battery.** There is a risk of fire and burns if the battery pack is handled improperly. Do not attempt to open or service the battery pack. Do not disassemble, crush, puncture, short external contacts or circuits, dispose of in fire or water, or expose a battery pack to temperatures higher than 60°C (140°F).

	DANGER OF EXPLOSION IF BATTERY IS INCORRECTLY REPLACED. REPLACE ONLY WITH SPECIFIED BATTERIES. DISPOSE OF USED BATTERIES ACCORDING TO THE LOCAL REGULATIONS OR REFERENCE GUIDE SUPPLIED WITH YOUR PRODUCT.
---	--




















Appendix D: Hardware Specifications
























<u>Feature</u>	<u>Component</u>
PDA module: Processor	Intel Cotulla Processor 400MHz CPU SDRAM 32MB; Flash ROM: 32MB
Memory	
Radio	CDMA EVDO backwards compatible to 1xRTT
LCD module	3.5" 240x320 pixels, 65K colors transfective TFT.
Buttons	Four buttons (2 CDMA and 2 Windows CE AP buttons - programmable); power and back light control; navigation pad for scroll up, down, left, right and action; volume adjustment button.
Stylus	101 mm, maximum diameter 4.5 mm
Notification	One LED or Vibration motor for CDMA, and PDA for event/standby alarm, charging.
Audio	Built in Microphone and speaker; one earphone/ microphone jack with stereo sound; MP3 stereo
Interface	Feature connector (RS-232, USB and DC power); infrared IrDA SIR.
Power	Rechargeable battery Li-Polymer; 3.7V 1500 mAh; built in charger.
Accessories	AC adapter (input: 100-240Vac, 50-60Hz, 0.2A; output: 5VDC, 1A Max, 5W) USB cradle; earphone plug; service kit; protective pouch.

Appendix E: Icons

Phone

-  **Phone off (Flight Mode) or out of network service** -- Tap to turn off flight mode.
-  **In network service** -- Tap to turn on flight mode.
-  **Shows your connection is at full strength.**
-  **Call Missed**, tap to view call(s) you missed.,
-  **E-mail or SMS notification**, tap to view SMS or E-mails not read.
-  **Synchronization proceeding**, the icon will disappear when synchronization has finished.
-  **Send button**, press to make a phone call.
-  **End button**, press to end a call.
-  **Talk**, tap to make a phone call in **phone dialer**.
-  **End**, tap to end a call in **phone dialer**.
-  **Erase**, tap to erase numbers you inputted one by one. Or tap and hold the icon to erase the whole number you input in **phone dialer**.
-  **Notes**, tap during a call to make a note for that particular call in **phone dialer**.
-  **Speed Dial**, tap to view the speed dial list.
-  **Call History**, tap to view call details.
-  **Incoming call**, notifies you of an incoming call.
-  **Outgoing call**, notifies you of an outgoing call.
-  **Missed call**, notifies you of a missed call.

Pocket PC

-  **Start menu**, tap to pull down the start menu.
-  **System volume**, tap to adjust the volume both for phone and Pocket PC.
-  **Power low**, notifies you the battery is in the power low status.
-  **Power very low**, recharge the device to avoid the data lost.
-  **Connection is active**, the icon will disappear when your device is connected.
-  **Synchronization proceeding**, the icon will disappear when synchronization is complete.
-  **Instant message notification**, tap to read the content of instant message.
-  **E-mail or SMS notification**, tap to view SMS or E-mail not read.
-  **Establishing the connection**, the icon will be disappear when the connection is established.
-  **Icon room**, If more notification icons need to be displayed than there is room to display them. Tap the icon to view all notification icons.
-  **ActiveSync**, synchronizing information between your device and PC.
-  **Calendar**, keeps track of your appointments and create meeting requests.
-  **Contacts**, keeps track of your friends and colleagues.
-  **Inbox**, send and receive e-mail/ SMS messages.
-  **Pocket Internet Explorer**, browsing Web and WAP sites, and download new programs and files from the Internet.
-  **Notes**, creates handwritten or typed notes, drawings, and recordings.
-  **MS-Reader**, read E-books on your device.
-  **Pictures**, view JPG and GIF format pictures on your device.
-  **Tasks**, keeps track of your tasks.
-  **Pocket Excel**, create new workbooks or view and edit Excel workbooks.
-  **Pocket Word**, create new documents or view and edit MS-Word documents.
-  **MSN Messenger**, send and receive instant messages with your MSN Messenger contacts.
-  **Phone**, make and receive calls, swap between calls and set up conference calling.



SD Backup, backup your Pocket PC Phone files to an SD card.



Windows Media Player, enables the multimedia function on your Pocket PC Phone.




Buttons, assigns the application program to hardware button.



Input, select an input method.



Menu, customize what appears on the  menu, and to enable a Pop-up menu from the **New** button.



Owner Information, enter your contact information.



Password, limit access to your device.



Phone, setup the phone function of your wireless feature.



Sound and notification, sets the notification type, event, and volume.



Today, customize the look and information that is displayed on the Today screen.



Backlight, customize the backlight, and adjust the brightness.



Clock, change the time or set the alarm.



Power, maximizes battery life.



Regional settings, customize the region and relative format for the region you use.



Remove programs, removes some application program(s) not used frequently.



Screen, re-calibrate the screen.



Beam, use universal beaming to send contacts to a range of infrared equipped handheld devices.



Wireless modem, allows you to use your phone as a wireless modem connection.